

MANSFIELD
UNIVERSITY



THE BEACON

A Mounties Guiding Light to Mansfield University

mansfield.edu

☐ Do your
Homework!

☒ Call Mom



The girls!



Once a Mountie
always a Mountie



Shopping at the Bookstore



Skating!

- English paper due Friday
- Meeting @ 4:00
- Project due Tuesday

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A Message from the President



Welcome New Members of the MU Family!

This is an exciting time in your life and I am thrilled to be a part of it with you. I recall coming to Orientation at Mansfield University back in 1974. I was nervous, apprehensive and exhilarated all at the same time. Now I write to you as the President of

my beloved Alma Mater. Mansfield University was the right fit for me and was the springboard for all of my future endeavors.

Like many of you, I was the first in my family to go to college and didn't know anyone when I first arrived at MU. Little did I know, I would make lifelong friends here, and so will you! Little did I know, my professors would know me on an individual level, as will yours! My professors challenged me in ways I had never been challenged before; your professors will do the same for you. My professors, coupled with the extracurricular activities in which I chose to become involved, helped transform me into a leader and prepared me for all that awaited me after college. The same will happen to you if you embrace the opportunities at Mansfield. Your professors will mentor you, your choices of activities will challenge and shape you, together they will change your life's trajectory.

At Mansfield University, we develop tomorrow's leaders! Leaders in nursing, teaching, business, law enforcement, industry, medicine, non-profits, music, research and so much more. Leaders of your community, leaders in your home, leaders at work, and leaders in public office. At Mansfield University, student success is goal #1!

I welcome you to join us in building a tradition of excellence by learning to utilize the tools you need to succeed in whatever awaits you on your life's journey. I look forward to spending time with you throughout your collegiate career and beyond. Mansfield Strong...Mounties Forever!

All my best,

Francis L. Hendricks '79
Brig Gen, USAF (Retired)
President

MU: Mount Up...Move Out...Lead!

A Message from the Vice President

Dear Mountaineer,



Welcome to Mansfield University, The Premier Public Liberal Arts University in Pennsylvania. Being a Mountie is special. We are all here, faculty, staff, and even other students to help you succeed. This is a special place where students explore and develop their passions, faculty and staff challenge students to be critical thinkers, and where students have the unique opportunity to be a part of the Mountie Nation.

At Mansfield University you have the opportunity to study in an environment that fosters and supports close relationships between faculty, staff and students. Our core is the study of the liberal arts, it touches and shapes all of our programs. Liberal isn't a political statement, in this case the Latin "liberales" means free, and the "artes" translates to skills. We will be working with you to develop the skills considered essential for a free person (a citizen) to know in order to take an active part in civic life. Why? Because the state of the economy, technology and a broader global perspective have made liberal arts majors—and the wide range of skills that they impart—more essential than ever before. Most students with liberal arts majors, or programs that are infused with the liberal arts, know they need to get a job, they are also asking "and what else" from life. I encourage you to take full advantage of our community during your time here and let us help you reach your goals. We help develop students as leaders by empowering all students to discover, pursue, and achieve academic, individual and leadership goals.

We serve as student advocates offering a multitude of collaborative programs and services that encourage realistic self-appraisal, increased independence, and co-curricular learning opportunities. We serve as a resource for parents, families, faculty and staff in supporting student retention, graduation, and overall success at Mansfield University.

We want your Mansfield University experience starting with New Student Orientation through Commencement to be educational, engaging, productive and successful. Whether you join a student organization, play on a club or university team, or participate in community service opportunities, your active participation in these experiences will prove to be rewarding now and far into your future. Please feel free to contact us if we can be of service. As students you are the center of my work and the best part of my day. This wonderful opportunity, that you have earned, means faculty and staff will support you, nurture you, challenge you and cheer you on. We will be here over the course of the next years, standing by your side as you reach your potential. And finally, we will be there the day you walk across the stage and graduate. You are the center of our work. Take advantage of this privilege. Go Mounties!

Sincerely,

Christopher Bridges, PhD
Vice President for Student Affairs & Enrollment Management
570-662-4342
327 Alumni Hall
www.mansfield.edu/student-affairs/

The Mansfield University Creed

The Mansfield Creed explains our four core values which guide us.

Character

We believe in integrity.

We act with honesty and respect toward others.

We take responsibility for our actions and reflect on their impact on ourselves and others.

Scholarship

We believe in learning.

We use rigorous, responsible, and critical inquiry to understand existing knowledge, acquire and share new knowledge, and apply what we learn.

Each of us is both student and teacher.

Culture

We believe in celebrating humanity.

We enrich ourselves and others by sharing and exploring our similarities and differences.

We honor the past as we invent the future.

Service

We believe in helping others.

We work with others to improve the communities in which we now live and will touch in the future.

Knowledge invests us with the power to improve our world and the responsibility to act.

The Mansfield University Alma Mater - "Mansfield, Hail!"

Old Mansfield, high upon the eastern hill,

Dear Mansfield, hail to thee!

Thy loyal sons and daughters with a will

Salute in melody.

We bring a laurel wreath of praise,

And pledge our love thro' all the days;

Our Alma Mater, dear, all hail to thee!

Old Mansfield, hail to thee!

The world is better for the beacon light

Which thou hast shed abroad,

Strong hearts are stronger for the testing fight

That leads men up to God.

In all the varied walks of life,

in peaceful paths and stress of strife,

We find thy sons and daughters true to thee,

Old Mansfield, hail to thee!

We never can forget the days we've spent

Within thy hallow'd walls.

We'll learn sometime what all your lessons meant

When larger duty calls.

For ev'ry law and rule of thine,

Is made to fit our life's design.

We'll consecrate our lives to Truth and thee,

Old Mansfield, hail to thee!

The vision that we caught beneath thy spell

Has opened up the way,

To opportunity and serving well

upon the King's highway.

We love the mem'ry of thy ways,

Strong lads and lassies fair as fays;

Our Alma Mater, dear, all hail to thee,

Old Mansfield, hail to thee!

Academic Calendar

Please check the MU calendar for important dates and events at my.mansfield.edu

Fall 2015

August

New Student Welcome.....	20-23
Classes Begin at 8:30 am	24
Last Day to DROP Classes	31
Last Day to ADD Classes	31

September

Last Day to Submit:	2
• Credit-By-Exam form	
• Application for Graduation for May 2016	
• Pass/Fail form	
• Repeat of Course form	
• Labor Day - No Classes	7
Last Day to Submit Incomplete Grades	18
Last Day to Complete 'Credit by Exam'	24

October

Fall Holiday - No Classes	19
Mid-Semester Grades Due 4:00 pm	23
Registration for Spring Semester Begins	26
Last Day to Withdraw from a Course	30

November

Thanksgiving Holiday - No Classes	25-27
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December

Fall Semester Classes End	4
Final Examination Period**	7-11
Fall Commencement	12
Fall Semester Grades Due (noon)	14

** Friday is reserved for make up if it is necessary for the University to cancel final exams on one of the other days.



Congratulations on enrolling at Pennsylvania's Premier Public Liberal Arts University! Mansfield University is the only university in the state of Pennsylvania that is recognized as a member of the Council of

Public Liberal Arts Colleges (COPLAC). COPLAC is a distinct and diverse consortium of public colleges and universities from across the United States and Canada. COPLAC limits its membership to one institution per state.

At Mansfield you have the opportunity to collaborate with students from 28 other COPLAC schools on undergraduate research and projects, as well as participate in student exchanges and shared study-abroad programs. As a student member of the Pennsylvania State System of Higher Education (The State System), you will also have opportunities to engage with students at the other 13 state universities in joint educational, social and athletic events. Mansfield University offers the best the state has to provide, while also offering unmatched opportunities through our COPLAC affiliation.

Again, congratulations on being a member of the Mansfield University student body: a Mountie! Prepare to seize the opportunities that lie ahead of you here and beyond. Mansfield Made...Mountie Strong!



MANSFIELD UNIVERSITY

fast **facts**

MU by the numbers

MANSFIELD Classical Seminary opened its doors in January, 1857, four years before the beginning of the Civil War. Over the next 157 years, the institution has thrived, experiencing five name changes in three centuries.

Nestled in beautiful north central Pennsylvania, Mansfield University is in the middle of somewhere special. The University is located near thousands of acres of state land, lakes, and spectacular mountain views – including the nearby Pine Creek Gorge - Pennsylvania's "Grand Canyon."

Our location is not the only thing that makes Mansfield University special. It's our commitment to provide students with an environment in which they can find themselves, build on their strengths, and hone leadership skills that will carry them for a lifetime.

UNIVERSITY MISSION

As Pennsylvania's premier public liberal arts institution, Mansfield University offers students a personalized education that emphasizes character development, scholarly growth, cultural awareness, and community service. By preparing our students for productive careers and meaningful lives, we positively influence the world.

UNIVERSITY CREED

"Character, Scholarship, Culture and Service"

PRESIDENT

Fran Hendricks '79
Brig Gen, USAF (Retired)

STUDENT/FACULTY RATIO

Student-Faculty Ratio: 18:1

HEADCOUNTS

2,752 total university enrollment
2,587 undergraduates
550 freshmen/first-time
165 graduate students

ENROLLMENT BY DEGREE PROGRAMS

2,207 in baccalaureate programs
311 in associate programs
69 non-degree undergraduate
165 in graduate programs

STUDENT BODY CHARACTERISTICS

61% women • 39% men
15% minority students
1% international students
Average age of undergraduates: 22
12% are 25 or older

All information based on Fall 2014 data.





ACADEMIC DEPARTMENTS

For official information on academic requirements and policies, consult the current Mansfield University Undergraduate Catalog and Graduate Catalog.

Associate Degree Programs and Concentrations

Computer Information Systems, A.S.
Criminal Justice Administration, A.S.
Criminal Justice Administration, A.S. (online)
Liberal Studies, A.A.
Natural Gas Production and Services, A.A.S.
 Environmental Technician
 GIS Technician
 Mudlogging / Geologic Technician
 Permitting and Inspection
 Safety Management
Radiology Technology, A.A.S.
Respiratory Therapy, A.A.S.



Baccalaureate Programs and Concentrations

Art History, B.A.	English, B.A.
Biology, B.S.	Geography, B.S.
Biology	Environmental Science
Cell & Molecular	Geography
Environmental Biology	Mapping Technology
Fisheries	Outdoor Recreation Leadership
Medical Technology	Watershed Management
Business Administration, B.S.	Graphic Design, B.S.
Business Administration	Motion Graphics
Accounting	Print Graphics
Management	History, B.A.
Marketing	History
Chemistry, B.S.	Public History
Biochemistry	Liberal Studies, B.A.
Chemistry	Liberal Studies, B.A. (online)
Forensic Science	Mass Communication, B.S.
Nanotechnology	Electronic Media
Community Health Education, B.S.	Public Relations
Computer & Information Science, B.S.	Mathematics, B.S.
Computer Science	Applied Mathematics
Information Systems	Applied Mathematics/Computer Science
Criminal Justice Administration, B.S.	Pure Mathematics
Elementary Education (PK-4), B.S.E.	
Early Childhood/Elementary Education (PK-4) & Special Education (PK-8), B.S.E.	

Music, B.A.
 Music, B.M.
 Music Technology
 Music Education, B.M.
 Music: Elective Studies in Business, B.M.
 Music Business Administration
 Music Management
 Music Marketing
 Music Performance, B.M.
 Instrumental
 Keyboard
 Voice
 Nursing, B.S.N.
 Nursing, R.N. to B.S.N.
 Nutrition, B.S.
 Dietetics
 Sports Nutrition
 Organizational Communication, B.S.
 Communication Technology
 Corporate Communication

Generalist
 Interpersonal
 Leadership
 Philosophy, B.A.
 Applied Philosophy and Professional Ethics
 Philosophy
 Pre-Law
 Political Science, B.A.
 International Security
 Political Science
 Pre-Law
 Psychology, B.S.
 Counseling
 General Psychology
 Human Resource Management
 Lifespan Development
 Mind/Body Health
 Safety Management, B.S.
 Social Studies: History Education, B.S.E.
 Social Work, B.S.W.

Graduate Programs and Concentrations

Education, M.S.
 Reading Specialist Added Certification (K-12)
 Special Education, M.Ed.
 Certification (PK-8)
 Non-Certification

Nursing, M.S.N.
 Organizational Leadership, M.A.
 Nutrition, M.S.

Minor Programs

Accounting
 Art History
 Business Administration
 Biology
 Chemistry
 Criminal Justice Administration
 Computer Science
 Canadian Studies
 Creative Writing
 Child Welfare
 Economic & Finance
 Education
 Electronic Media
 English Literature
 Ethnic Studies: African American Studies
 Environmental Studies
 Forensic Science
 General Computing
 Graphic Design
 Geography
 Geology
 Gerontology
 History
 International Studies
 Information Systems

Latin American Studies
 Leadership Studies
 Mathematics
 Management
 Geographic Information Science and Technology
 Marketing
 Music
 Music Technology
 Natural Gas Production and Services
 Nutrition
 Organizational Communication
 Outdoor Recreation Leadership
 Pre-Law
 Philosophy
 Political Science
 Psychology
 Public Relations
 Sociology
 Studio Art
 Social Welfare
 Watershed Management
 Web Development
 Woman's Studies

Beginning with Fall 2011 entering students.

updated: 5-04-15

updated 5/5/2015

Notes

[illegible]



RESERVE OFFICERS' TRAINING CORPS (ROTC)

- Contact: Pam Callahan
- Location: 203B Retan
- Email: pcallaha@mansfield.edu
- Phone: 570-662-4973

In the world today, there is no greater challenge than leading a platoon of United States soldiers regardless of the environment. It is one thing to learn the art of leadership in a classroom, but to lead in dynamic and stressful environments is a challenge that cannot be found anywhere else. In the Army Reserve Officer Training Corps (ROTC), you will learn the skills necessary to become a leader in the United States Army while you pursue your education at Mansfield. ROTC provides the opportunity for "traditional" college students, prior service military personnel, Army Reservists, National Guardsmen, and even graduate students to earn a commission at the rank of Second Lieutenant. The insignia of Second Lieutenant, a gold bar, signifies a leader and officer in the United States Army, one of the most respected professions in the United States.

One may think of ROTC as simply a series of college classes beginning with 100 level classes and ending with 400 level classes. Generally, incoming freshman (termed MS Is) with no prior military experience, enter the program by taking Introduction to Military Science (MILS 104 and 105). Assuming normal academic progression, the student enters their MS II year as an academic sophomore, MS III as an academic junior, and MS IV as an academic senior. The MS I and MS II students are introduced to the Army culture and principles therein, such as uniform wear, drill and ceremonies, basic land navigation skills, and rifle marksmanship. The MS IIIs, however, are found in local training environments learning and applying small unit infantry tactics, refining land navigation skills and, most importantly, practicing leadership--the foundation of Army ROTC.

Cadets in their MS III year are the focal point of the program as more time and resources are dedicated to these students. This is because the summers of their MS III year cadets participate in the Leadership Development and Assessment Course (LDAC), a thirty-three-day-long course conducted at Fort Knox, Kentucky. Completing LDAC is the pinnacle of an ROTC career and puts the cadet closer to the ultimate goal—a commission. While at LDAC, cadets receive assessments based on their leadership performance which, to some degree, determines which branch or specialty for which they serve. The result is a competitive atmosphere both for the Cadets and respective schools; every Army ROTC program in the nation competes for top honors at LDAC. Once returning from LDAC, cadets are promoted to MS IVs and inherit the responsibility for the training of junior cadets while under the supervision of professional cadre.

ROTC provides Cadets with multiple opportunities to improve their leadership skills and prepare themselves to enter the profession of arms. Army schools such as Airborne, Air Assault, and Combat Divers Course are offered to well qualified volunteers on a competitive basis. Also the chance to learn "strategic languages" such as Farsi, Mandarin Chinese, and Russian (to name a few) can be earned through Project Global Officer. Our Cultural Understanding and Language Proficiency (CULP) provides students with the opportunity to travel overseas and train with allied Militaries and Cadets. Internships covering the sciences, foreign policy, and leadership are also available.

Finally, once cadets have completed their degree requirements and the ROTC program they have rightfully earned a commission in the Army the rank of Second Lieutenant. Their eight-year obligation to the Army can be served in different ways:

- Four years Active Duty and four years Inactive Ready Reserves
- Four years Active Duty and four years in the Army Reserves or National Guard
- Eight years in the Army Reserves or National Guard

MILITARY & VETERAN AFFAIRS

- Contact: Roger Maisner
- 103 Alumni Hall
- Email: rmaisner@mansfield.edu
- Phone: 570-662-4849

The Military & Veteran Affairs Office coordinates all services available to our students who are active military or veterans. We can direct individuals to the proper contacts in financial aid, admissions or any other office on campus. We also have working relationships with many County, State and Federal programs for our Military and Veteran Students. We are located on-campus in 103 Alumni Hall. We welcome you to join our student military and veteran organization.

Knowing that active duty military and veteran students have different needs, Mansfield University has authorized priority scheduling for all military and veteran students. All active duty military who are asked to deploy are assisted by the University Certifying Office both when leaving and upon return. The Military & Veterans Affairs office sponsors a Military Appreciation Day Luncheon for active military and veteran students, faculty, and staff. We also work with Intercollegiate Athletics to host a Military Appreciation Day at a home football game. Upon graduation, our veteran students receive special recognition at all graduation ceremonies. Mansfield University is a Yellow Ribbon Participant, a designated Military Friendly School, and a member of the PASSHE Veterans Network. Please see our website at www.mansfield.edu/military-veterans.



This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



STUDENT LIFE

Get Connected

Your first connection begins at orientation and new student welcome but doesn't end there...we want you to GET INVOLVED!

Student Activities

As a Mansfield University student you will have the unique leadership and social opportunities to become actively engaged and EXPERIENCE THE "MU EXPERIENCE" of being both entertained and educated concurrently by a wide diversity of arts, entertainment, and educational presentations, activities, programming, and special events. From major concert events that have included artists such as *The Band Perry, Eric Church, Brantley Gilbert, The All-American Rejects, Goo Goo Dolls, Kevin Hart, Ron White, Trey Songz, Aziz Ansari, New Politics, Kip Moore, Lewis Black, Dierks Bentley, Mac Miller and Jay Sean* to our Annual Family & Friends/ Luma Weekend, Annual Homecoming/Fabulous 1890's Weekend, lectures, coffeehouses, Annual Spring Fling Music and Arts Festival, performing artists (e.g. bands, hypnotists, comedians, magicians, jugglers, singers, musicians, poets, etc.) diversity events, outdoor recreation programs, bus trips, novelties, variety shows, dance parties, theatre, live entertainment, game shows, open mic nights, films, etc. we continually strive to provide you with a high volume of well-rounded quality programming that celebrates diversity.

The Student Activities Office also manages and oversees all aspects of the HUT venue operation which offers our students extra-curricular programming, activities, and special events on a 7 night a week basis. The HUT venue serves as our student union / student social center and in addition to offering arts and entertainment events, etc. the HUT also offers recreational games, billiards, shuffleboard, and dart tournaments / leagues, large screen TV's for viewing sporting events, etc., movie projector & movie screen, video gaming consoles, live performance stage, live music sound & lighting system, disc-jockey dance sound & lighting system, music instrument backline, nightly snack bar, wireless, etc. The HUT is a great venue to relax, reenergize, and experience the experience of EDU-TAINMENT...Entertainment combined with Education in a setting that is enjoyable to be a part of and experience.

All of the Activities, Programs, and Special Events produced and presented by the Student Activities Office are designed in some way, shape, or form to promote social interaction, student leadership, self-exploration, organizational development, student formation, a celebration of diversity, and an appreciation for the arts and entertainment while at the same time being fun, enjoyable, entertaining, enlightening, engaging, and educational.

The Student Activities Office is a key resource in offering support, assistance, and guidance to all students, student clubs and organizations, and the university community with artist-performer-presenter/event research, contract negotiations, budgeting, event planning, event management services, advertising and promotion, technical support, event production, and assessment. The Student Activities Office has the resources to assist you in taking your idea for a program, event, or activity from design to production.

Steve Plesac- DIRECTOR OF STUDENT ACTIVITIES AND PROGRAMMING
324 Alumni Hall
570-662-4982
splesac@mansfield.edu

Center for International Students and Scholars

The Center for International Student and Scholars is the place where domestic and international students and visiting scholars meet. We enhance the MU experience for international students and visiting scholars with our multicultural programs and services. We assist with visa services. We serve as a resource and learning center for the MU community to promote global connection, international understanding and cultural sensitivity.

We are engaged passionately and enthusiastically with this important work. Our Mission Statement captures the essence of who we are and what we do. For our international students we are your home away from home, and for our domestic students it's an opportunity to have friends from all over the globe.

As members of the MU Student Life division, we proudly welcome you to visit us and join us in fostering global connections!

Mary Beth Kollar- ASSOCIATE DIRECTOR FOR INTERNATIONAL STUDENTS
319 Alumni Hall
570-662-4936
mkollar@mansfield.edu

Kelchner Fitness Center

Kelchner Fitness Center is your source for fitness and recreation! We offer state of the art machines and the latest trends in group fitness.

At Kelchner Fitness Center you will find:

- A 24,000 square foot recreation area with 3 multipurpose courts for basketball, volleyball, floor hockey, dodgeball and more
- A 29 X 80 foot climbing wall built in 2012 by Eldorado Climbing Walls
- The latest group fitness classes including Zumba, Turbo Kick and Yoga. We offer a full schedule of classes each semester!
- A state of the art 3,000 square foot Fitness room with internet and cable connected treadmills (with ipod docks) and elliptical machines and weight machines
- 4 Racquetball and wallyball courts
- A free weight room
- We offer all of the equipment you need for your activities at our front desk!

In addition to our great facilities we host tournaments, intramurals and a variety of special events each semester. For more information visit www.mansfield.edu/kfc/

Game Room & Commuter Lounge

The Game Room and Commuter Lounge are both located on the second floor of the Alumni Hall Student Center. The Game Room offers numerous activities for all students. Game Room equipment is loaned out of the nearby information booth, which is staffed by student-employees. These areas are available to students 7 days a week with extensive hours. The majority of games are free to play.

Ruth Hermansen-ASSOCIATE DIRECTOR FOR STUDENT LIFE AND STUDENT RETENTION
325 Alumni Hall
570-662-4980
rhermans@mansfield.edu
Game Room Location: 2nd Floor Alumni Hall
www.mansfield.edu/game-room/

Club Sports

The Mansfield University Club Sports program provides opportunities for students to participate in competitive sports activities. Each club is formed and governed by students within guidelines established by the Mansfield University Student Government Association (S.G.A.), Club Sports Coordinator, and the Director of the Kelchner Fitness Center. Within this framework, the focus and programming of each club will vary with the dynamics of student leadership. Unlimited in scope and magnitude, students interested are encouraged to form new clubs as the need arises. It is the policy of Mansfield University of Pennsylvania that all persons shall have equal access to programs, admission, and employment without regard to race, color, religion, gender, national origin, sexual preference, age, and status as an individual with a disability. The classification of Club Sport applies to organizations that are composed of enrolled students that are voluntarily participating in non-varsity level competitions of a physical nature against other non-Mansfield University institutions or organizations on or off of the Mansfield University campus. Intramural activities, on the other hand, are offered through the Kelchner Fitness Center, and are teams of Mansfield University students competing against other Mansfield University students. Both Club Sports and Intramurals are equally enjoyable and rewarding opportunities for students.

Ruth Hermansen-ASSOCIATE DIRECTOR FOR STUDENT LIFE AND STUDENT RETENTION
325 Alumni Hall
570-662-4980
rhermans@mansfield.edu
www.mansfield.edu/Club-Sports/

Mountie Den

The campus store is located in Alumni Hall and carries a variety of items including new, used, and rented textbooks. School supplies, electronics, health and beauty items, snacks, MU apparel, dorm supplies, greeting cards, postage stamps, calculators, class rings, diploma frames, gifts, logo items, children's books, and gift cards all of which can be found right here on campus.

Students can reserve, ship, or rent their textbooks online at www.mansfieldbookstore.com. During the week of finals, (in demand) books can be sold to the bookstore for Cash. The bookstore accepts MasterCard, Visa, Discover, American Express, cash, check, or Mountie Money.

Location: 2nd Floor Alumni Hall

570 662- 4922 or 800 577-6798

Monday- Friday: 8 am- 4 pm

Saturday: 11 am- 2 pm

Student Employment

Learn about our work study program and make a little money while you go to college. We offer students the opportunity to gain valuable work experience, possibly in your field of study, through our Student Employment Program. Human Resources and Student Financial Services work together to offer this exciting and rewarding program to our students, while pursuing an education at Mansfield University. Students benefit from this program by working directly with faculty and staff in a variety of departments across campus.

For more information about Student Employment, please visit our website at mansfield.edu/hr/student-payroll.cfm

Career Center & Internships

Beginning with your first semester to your final semester, the Career



Center is a critical place to gain knowledge and experience for life after graduation. The Career Center helps you find a major or career that fits your interests, skills, and passions. The knowledgeable staff

can help you write a resume, cover letter, essay, or any other document needed for advancement. This office can also connect you with potential employers and internship opportunities.

You will find employer recruitment days, campus interviews, guest presentations, etiquette dinners, and workshops each semester right here on campus. The Career Center supplies a professional clothes closet full of gently used business attire for men and women where students can obtain one FREE professional outfit.

Are you doing everything you can to be successful both during and after college? Use Mountie Career: The Journey, available on the Career Center's website, as your guide. This 4-stage plan will ensure you stay on track toward your career goals with clear step-by-step directions.

Nichole Lefelhoc-DIRECTOR OF CAREER CENTER

Ground Floor, Alumni Hall

570 662-4133

careers@mansfield.edu

career.mansfield.edu

Martin Luther King Jr. Center

The Martin Luther King Jr. Multicultural Resource Center (MLKC) serves as an educational safe zone for individuals of all backgrounds, nationalities, abilities, ethnic groups, sexual orientations, religions, and social identities. The MLKC is dedicated to helping students cope with the challenges associated with succeeding and graduating from Mansfield University. The primary task of the MLKC is to advance and celebrate the ethnic richness and diversity of our University campus community and to advocate for the needs of its students. The MLKC in collaboration with the Office of Multicultural Affairs (OMA) and other Campus Diversity Partners provide programs, forums, conferences, educational tours, and cross-cultural activities that promote the exchange of cultural traditions and experiences to enhance the sensitivity of the campus and region. The MLKC houses a collection of books, magazines, video tapes, documentary cassettes, DVD's and other reference materials that are available on loan for employee and student use. The MLKC also serves as a location for community, club and small group meetings, mentoring and tutoring sessions, personal development and diversity training workshops, cultural receptions, and multicultural celebrations. The mission of the MLKC is to promote and advocate for ways to increase awareness and understanding of the rich variety of cultural identities in our communities. Resources: Journals, Magazines, DVD'S, Videos, Wide screen television, Computer Lab Books

Stephanie A. Allen

311 Alumni Hall

570-662-4381

sallen@mansfield.edu

First Year Mentoring

IMPACT is designed to provide first year students with additional support as they transition to Mansfield University as a student. Students that elect to participate are paired with a volunteer mentor that is a faculty member, staff member, graduate assistant, or senior peer mentor. The mentor will be a valuable University and community resource for the student. This program is coordinated through the division of Student Life.

Ruth Hermansen-

ASSOCIATE DIRECTOR

FOR STUDENT LIFE AND

STUDENT RETENTION

325 Alumni Hall

570-662-4980

www.mansfield.edu/impact



MU Leadership Celebration

The MU Leadership Celebration is a new annual tradition hosted by Student Life. The first event was held in February of 2014, and will be held each year in the spring semester. Outstanding examples of leadership take place on this campus every day, and this new initiative is an opportunity to recognize some of those efforts.

Students, faculty, and staff can complete an online nomination to showcase the contributions of others. The theme of the Celebration is Stories of the Creed. Therefore, nominations of fellow Mounties are made within the categories of Character, Scholarship, Culture, and Service. In 2014, 78 nominations were made, while over 100 students, faculty, and staff attended the MU Leadership Celebration. In 2015, 106 nominations were made as the event continues to expand.

www.mansfield.edu/student-affairs/mu-leadership-celebration.cfm



Community Service

The mission of the Mansfield University Community Services component of the Student Life Division is to create partnerships between university students and the greater Mansfield community through service and involvement. The Office of Community Service will act as a hub of all community service that is completed by Mansfield University. The main purpose is to be a one-stop shop for students as well as community groups and members to be able to interact with one another as well as to illustrate potential projects both on and off-campus. In order to achieve our goal of being a liaison between the community and the students, we will be listing projects throughout the Mansfield and greater Tioga County area.

The Office of Student Life has also created a Community Service Club that meets once every week to discuss upcoming service projects in the area. In their first year, the Community Service Club has been involved with a number of volunteer organizations like Habitat for Humanity, Partners in Progress, Animal Care Sanctuary of Wellsboro, Red Cross, HAVEN domestic assault awareness, Clean the parks and streets of Mansfield and so much more. If you would like to be more involved and make a difference please check out our facebook group at www.facebook.com/MansfieldUniversityCommunityServiceClub

Frank Crofchick
COMMUNITY CONDUCT OFFICER
AND SERVICE COORDINATOR
326 Alumni Hall
570-662-4981
fcrofchi@mansfield.edu
[mansfield.edu/
community-service2](http://mansfield.edu/community-service2)



College Connection

Susquehanna Trailways provides a safe, eco-friendly alternative for student travel to and from college.

Daily services

- Student discount with a valid student ID when ticket is purchased in person
- Multiple service destinations

For more information on local transportation or community offerings:

MANSFIELD CHAMBER OF COMMERCE
51B South Main Street, Mansfield PA 16933
570-662-3442
www.mansfield.org
SUSQUEHANNA BUS
www.susquehannabus.com
1-800-692-6314

Student Conduct

The mission of the student conduct program is to develop students and support the campus community through the application of a fair and equitable student conduct process for addressing violations of the Student Code of Conduct. Our goal is to promote student development by creating a supportive environment challenging to lifelong learning both

in the classroom and beyond. We hope that we will be able to positively contribute to your education. The experiences and skills you acquire at Mansfield will benefit you the rest of your life.

THE STUDENT CODE OF CONDUCT:

The Student Code of Conduct is a guide to the standards of conduct required for a learning community in which members pursue their goals. This code provides much of the detailed behavioral guidelines students are responsible for knowing. The policies included in this book and published on Mansfield University's website supersede all previously published policies. Read the contents and become familiar with the information; students are responsible for knowing all of the material. The Code of Conduct can be located on the Mansfield University website and through the following link:

www.mansfield.edu/student-affairs/upload/Mansfield-University-Student-Code-of-Conduct-PDF-2.pdf

PUBLIC INCIDENT REPORT FORM:

If you or someone you know is the witness of a violation of the Mansfield University Code of Conduct, we encourage all of our students to report this behavior immediately. Please go to make sure you are contacting campus police and submitting a report to www2.mansfield.edu/public-incident-report

EXPECTATIONS OF STUDENTS:

Students are expected to:

- Be accountable for information contained in the University course catalog, Student Code of Conduct, and any other published regulations relating to student responsibilities.
- Be respectful of the rights of others.
- Comply with the verbal and written directions of University officials.
- Respect and comply with all the laws and rights of good citizenship.
- Respect the freedom to teach and the freedom to learn.

**The Office of Student Conduct and Police Services work together to ensure the safety and security of our students but are separate entities as a whole. Students who violate the Code of Conduct may also be subject to violations of Federal or State Laws.*

Frank Crofchick
COMMUNITY CONDUCT OFFICER
AND SERVICE COORDINATOR
326 Alumni Hall
570-662-4981
fcrofchi@mansfield.edu

Behavior Intervention Team

The Behavioral Intervention Team (BIT) is a cross-functional assessment group that will respond to students in apparent/potential distress. Please report anyone you feel may need assistance by filling out a report online at www.mansfield.edu/public-incident-report or by contacting Frank Crofchick at fcrofchi@mansfield.edu or by phone at (570)662-4981.

United Campus Ministry

United Campus Ministry at Mansfield University is affiliated with and sponsored by the following church bodies: American Baptist Church, Disciples of Christ, Episcopal Church, Evangelical Lutheran Church in America (ELCA), Presbyterian Church (USA), United Church of Christ, United Methodist Church and the Roman Catholic Diocese of Scranton. Campus Ministry is a ministry of presence, existing not to replace one's religious tradition but rather to honor that tradition and offer room for spiritual growth. Students can participate in service opportunities and be connected with local congregations. The Prayer Room located in 114 Pinecrest is always open for students of all faiths.

Courtney Hull
CAMPUS MINISTER
112 Pinecrest
570-662-4431
chull@mansfield.edu

Mansfield University Greek Life

Why join a sorority or fraternity? You may be asking yourself, why should I join a Greek organization? The Greek organization of today satisfies a definite need, as it has in years past. While the times, have changed the need to seek friendship has remained the same. It's natural for us to seek the friendship of others. We find ourselves on a college campus, sharing a common experience with others of the same age. It's com-forting to seek the companionship of those we find particularly friendly. The fraternity and sorority chapters, consisting of common interests and ideals, supply the needed environment for this type of companionship.

Greek Life is a way of life. Sharing common experiences, while pursuing a college education, can be fun, but our first priority is still academics. While other factors, both social and academic, are of value

to your development as a well-rounded individual, it's the knowledge gained through diligent study that can offer the greatest rewards. Our organiza-tions also provide the support you need to excel academically, as academic excellence is one of our pillars for existence.

Fraternity brotherhood and sisterhood provides an opportunity to meet a variety of people who have diverse views and backgrounds, some similar to yours and some very different. Becoming a part of Greek Life means getting along with people from all walks of life, and appreciating each person for his or her unique qualities, beliefs and opinions.

So, come experience the many benefits of Greek Life, like so many have done before you. It's a tradition as old and rich as the red, white and blue itself! www.mansfield.edu/greek

MU FRATERNITIES

Alpha Kappa Lambda

(AKL) national fraternity was founded on April 22, 1914 at University of California at Berkeley in Berkeley, California.



Alpha Kappa Lambda, Gamma Nu Chapter at Mansfield University was installed in 2010, and is the newest addition to the Mansfield University Greek Community. On April 23, 2010 Alpha Kappa Lambda Pennsylvania Zeta Colony became Gamma Nu Chapter of Alpha Kappa Lambda Fraternity. On the national level, AKL supports These Hands Don't Hurt, Cystic Fibrosis, and Adopt-A-School.

www.akl.org

Sigma Alpha Epsilon

(SAE) national fraternity was founded on March 9, 1856 at University of Alabama. Sigma Alpha Epsilon, Pennsylvania Beta Phi Chapter at Mansfield University was installed in 2006. On the national level, SAE supports Children's Miracle Network.



www.sae.net

Phi Sigma Kappa (FSK)

is a fraternity devoted to three cardinal principles: the Promotion of Brotherhood, the Stimulation of Scholarship, and the Development of Character. It was founded on March 15, 1873 at Massachusetts Agricultural College (now the University of Massachusetts at Amherst). Phi Sigma Kappa merged with Phi Sigma Epsilon in 1985. Mansfield University was one of only a handful of institutions to have had a chapter of both.

www.phisigmakappa.org



Sigma Tau Gamma (STG) national fraternity was founded on June 28, 1920 at Central Missouri State Teacher's College (now University of Central Missouri). Sigma Tau Gamma, Gamma Alpha Chapter at Mansfield University was installed in 1965. On the national level, STG supports BACCHUS/GAMMA and Books for Kids.

www.sigmataugamma.org



MU SORORITIES

Alpha Sigma Alpha (ΑΣΑ)

is a national sorority founded on November 15, 1901 at Longwood College (now Longwood University) in Farmville, Virginia. Alpha Sigma Alpha, Delta Epsilon Chapter at Mansfield University was installed in 1970. On the national level, as well as locally the sorority supports the Special Olympics Campaign as well as the S. June Smith Center.

www.alphasigmaalpha.org



Alpha Sigma Tau (ΑΣΤ)

is a national sorority founded on November 4, 1899 at Michigan State Normal College (now Eastern Michigan University) in Ypsilanti, Michigan. Alpha Sigma Tau, Alpha Xi Chapter at Mansfield University was installed in 1965. On the national level, as well as locally the sorority supports Habitat for Humanity as well as the Pine Mountain Settlement School.

www.alphasigmatau.org



Delta Zeta (DZ) national sorority founded on October 24, 1902 at Miami University in Oxford, Ohio. Delta Zeta, Iota Theta Chapter

at Mansfield University was installed in 1966. On the national level, as well as locally the sorority supports the Painted Turtle, as well as Starkey Hearing Foundation.

www.deltazeta.org



Zeta Tau Alpha (ZTA)

national women's fraternity founded on October 15, 1898 at Longwood College (now Longwood University) in Farmville, Virginia. Zeta Tau Alpha, Eta Epsilon Chapter at Mansfield University was installed in 1971. On the national level, as well as locally ZTA supports Susan G. Komen Breast Cancer Awareness and Education.

www.zetataualpha.org



What is Greek Life all about? Visit us online at www.mansfield.edu/greek for more information!

Mountaineers Athletics

MENS SPORTS: Baseball, Men's Cross Country, Men's Basketball, Sprint Football, Men's Track and Field

WOMENS SPORTS: Field Hockey, Soccer, Softball, Swimming, Women's Cross Country, Women's Basketball, Women's Track and Field

Visit www.gomounties.com for more up-to-date athletic events and calendars.





Student Government Association

The Mansfield University Student Government Association was created by and for students. It is where all students' voices are heard and where you can make a difference on campus. Our primary responsibility is to distribute the student activities fees to different organizations and clubs across campus. SGA has funded many large events on campus for several years like Spring Fling, The Big Event, and LUMA. It is our intent to keep this tradition going! We funded the MU mural that will be located outside of Manser, and this will stand as a monument that our students have left behind for future years to see. We want to inspire other students to leave their mark on campus!

SGA has many dimensions that cover an array of interests. Whether you are interested in the finances of the university's student organizations or you simply want to help promote school spirit, the Student Government Association has it all. Service opportunities with SGA include the Committee on Finance, MU Crew/Spirit Committee, Campus Beautification and more!

There are over 60 clubs and organizations on campus that receive funding through SGA. You can get involved in as many clubs as you want. You may also start a new club on campus.

All of our great events have started with ideas from the students, and your idea could be the next big thing to inspire our University! We represent YOU, the student body, and your Student Activity Fee.

Join us and gain invaluable leadership skills while helping to shape the future of your university!

For further information, come visit our office in 203 Alumni Hall or e-mail us at sga@mansfield.edu.



Places to Eat

*** Use your Mountie Money!**

Arby's

1672 S Main St., Mansfield, PA 16933
(570) 662-7626

Cast & Crew *

295 S Main St., Mansfield, PA 16933
(570) 662-0177

Chango's

21 N Main St., Mansfield, PA 16933
(570) 662-7633

Dunkin' Donuts

1442 S Main St., Mansfield, PA 16933
(570) 513-0777

Eddie's Restaurant

Covington Ct., Mansfield, PA 16933
(570) 662-2972

Gramma's Kitchen

1080 S Main St., Mansfield, PA 16933
(570) 662-2350

Gregory's

49 S Main St., Mansfield, PA 16933
(570) 662-3663

Mansfield Life

Hungry Monkey

54 S Main St., Mansfield, PA 16933
(570) 662-2010

KFC & Taco Bell

1320 S Main St., Mansfield, PA 16933
(570) 662-2558

Lamb's Creek Food & Spirits

200 Gateway Dr., Mansfield, PA 16933
(570) 662-3222

Lucky Star Chinese*

9 N Main St., Mansfield, PA 16933
(570) 513-0688

McDonald's

120 N Main St., Mansfield, PA 16933
(570) 662-2959

Mr. Stirfry

181 N Main St., Mansfield, PA 16933
(570) 662-7852

Night & Day Coffee Café *

2 N Main St., Mansfield, PA 16933
(570) 662-1143

Papa V's *

12 N Main St., Mansfield, PA 16933
(570) 662-2651

Perkins

96 Dorsett Heights, Mansfield, PA 16933
(570) 662-2546

Pizza Hut *

189 N Main St., Mansfield, PA 16933
(570) 662-7777

Pudgie's Pizza

1164 S Main St., Mansfield, PA 16933
(570) 662-1200

Pump N Pantry *

82 S Main St., Mansfield, PA 16933
(570) 662-2541

Sheetz *

85 W Wellsboro St., Mansfield, PA 16933
(570) 662-1300

Subway (Two Locations)

33 W Wellsboro St., Mansfield, PA 16933
(570) 662-0181

1169 S Main St., Mansfield, PA 16933
(570) 662-1115

Ten West Espresso Co

23 N Main St., Mansfield, PA 16933
(570) 662-2979

VFW

1208 S Main St., Mansfield, PA 16933
(570) 662-2436

Wendy's *

1580 S Main St., Mansfield, PA 16933
(570) 662-7511

Yorkholo Brewing Company
19 N Main St., Mansfield, PA 16933
(570) 662-0241

Places to Shop

Annette's Mansfield Agway
1555 S Main St., Mansfield, PA 16933
(570) 545-5454

Arnot Mall
3300 Chambers Rd., Horseheads, NY 14845
*Bus service available every Saturday

Auto Zone- Auto parts
1528 S Main St., Mansfield, PA 16933
(570) 662-2802

Bearly Enough-Quilts, crafts, and gifts
1 Main St., Mansfield, PA 16933
(570) 662-3477

Beiter's Home Center- Wide variety of furniture and appliances
1442 S Main St., Mansfield, PA 16933
(570) 662-3276

BC Technologies- Your source for parts, repairs and custom computers
1 Queen St., Wellsboro, PA 16901
(570) 662-7990

Coopers' Sporting Goods- Live bait, boots, hunting clothing, fishing equipment, and licenses
15 W Wellsboro St., Mansfield, PA 16933
(570) 662-3429

CVS- Prescriptions, convenience items, wellness, and beauty products
197 N Main St., Mansfield, PA 16933
(570) 662-2615

Dollar General- Assortment of popular brands at low everyday prices
195 N Main St., Mansfield, PA 16933
(570) 662-3046

GNR Sporting Goods
763 S Main St., Mansfield, PA 16933
(570) 662-7305

Lowes-Wood, tools, appliances, and flooring
2165 S Main St., Mansfield, PA 16933
(570) 662-1253

Lycoming Mall
300 Lycoming Mall Circle,
Pennsdale, PA 17756
(570) 546-6877
* Bus service available every Tuesday

Marge's Corner on Country- Collection of primitive and craft gifts and decor
6 N Main St., Mansfield, PA 16933
(570) 513-0621

My Neighbor's Closet- New and gently used clothing, household items, movies, furniture, jewelry, and books
382 S Main St., Mansfield, PA 16933
(570) 513-0962

NAPA- Auto parts
811 S Main St., Mansfield, PA 16933
(570) 662-2179

Peebles- Brand name apparel, shoes, jewelry, handbags, beauty, gifts, accessories and more
1436 S Main St., Mansfield, PA 16933
(570) 662-7659

Titan Sports- Sporting Goods
230 Old Tioga St., Wellsboro, PA 16901
(570) 724-8996

Tractor Supply- Agricultural supplies, workwear, casual clothing, footwear, home and garden supplies, tools, fencing, animal care products, and vehicle accessories
1430 S Main St., Mansfield, PA 16933
(570) 662-1136

Walmart- (Supercenter) Large selection of electronics, home furnishings, pharmacy, clothing, and groceries
1169 S Main St., Mansfield, PA 16933
(570) 662-1115

Places to Worship

For more information contact:
Campus Ministry
112 Pinecrest
Courtney Hull
(570) 662-4431
chull@mansfield.edu

Places to Go

Arcadia Theatre
50 Main St., Wellsboro, PA 16901
(570) 724-4957

Corning Museum of Glass
1 Museum Way, Corning, NY 14830
(607)-937-5371

Deane Center for the Performing Arts
104 Main St., Wellsboro, PA 16901
(570) 724-6220

First Arena
155 N Main St., Elmira, NY 14901
(607) 734-7825

Hamilton-Gibson Productions Community Performing Arts
29 Water St., Wellsboro, PA 16901
(570) 724-2079

Hills Creek State Park
111 Spillway Road, Wellsboro, PA 16901
(570) 724-4246

Lambs Creek Hike & Bike Trail
3.5 miles of blacktop trail
North Main St., Mansfield, PA

Maple Lanes Bowling Alley
306 S Main St., Mansfield, PA 16933
(570) 662-2721

Pennsylvania Grand Canyon Colton Point State Park
4797 Route 660, Wellsboro, PA 16901
(570) 724-3061

Tioga-Hammond and Cowansque Lakes
710 Ives Run Lane, Tioga, PA 16946
(570) 835-5281

Victoria Theatre
222 Main St., Blossburg, PA, 16912
(570) 638-3456

Area Information Resources

Mansfield Chamber of Commerce
51-B South Main St., Mansfield, PA 16933
(570) 662-3442

Tioga County Visitors Bureau
2053 Route 660, Wellsboro, PA 16901
(570) 724-0635

Wellsboro Area Chamber of Commerce
114 Main St., Wellsboro, PA 16901
(570) 724-1926

PSECU, the On-Campus Credit Union

Opened in 1934, we were founded by 22 ordinary people who made an extraordinary commitment to each other:



To create a financial institution where pooled resources benefit all members.

Today we're a full-service credit union serving more than 425,000 members. Many of them started their membership with us as college students. For more than two decades, we have had a presence on campuses across the state, offering low- or no-cost products and services, like free checking, free ATMs – at Mansfield, one is in Manser Hall and one is in Alumni Hall – and free mobile deposit service. We also host free personal finance workshops that can help you make the most of your money.

Right on campus, in the lower level of Manser Hall, we have a location where you can open an account, learn about our products and services, attend financial education workshops, and more.

For more information, call:
David Sikorski
PSECU's Business Advisor
570-662-8635

FREE
BILL PAYER

FREE
CHECKING

LOW
RATES
ON OUR LOANS

FREE
ONLINE BANKING
& MOBILE APP

FREE
ACCOUNT ALERTS
CAN BE SENT TO YOUR PHONE

FREE
VISA®
DEBIT CARD



FREE
MONTHLY
CREDIT SCORE
SERVICE

FREE
ATMS
425,000
ACROSS CAMPUS & THE NATION

RELATIONSHIP REWARD
\$10,000,000
CASH BACK TO
MEMBERS
YEAR END 2014

**IMMEDIATE
ACCESS**
TO YOUR ONLINE, ATM
& MOBILE DEPOSITS

**JOIN
US**

**NO
MINIMUM
BALANCE**
AND NO
"MAINTENANCE FEES"

©PSECU 14-UNGAD-0957 1/13

HAVE YOU SEEN OUR FREENESS?

Our credit union was founded by 22 people who wanted affordable financial services and a better life. Today, we are one of the largest credit unions in the nation with over 425,000 members. As a not-for-profit organization, the cooperative spirit lives on in everything we do. That's why we offer products and services designed to keep your money where it belongs – with you.

To join, complete the membership application in this book and return it to our on-campus location in:

.....
Manser Hall, Lower Level
.....

PSECU®



IMPORTANT INFORMATION — **MONTHLY CREDIT SCORE SERVICE:** Members must have PSECU checking or a PSECU loan to be eligible for this service. Joint Owners are not eligible. PSECU is not a credit reporting agency. **MOBILE & ONLINE SERVICES:** PSECU does not charge a fee for Mobile Services. Wireless Internet devices and/or connectivity costs are not provided by PSECU. Go to psecu.com/disclosures to read the Remote Deposit Disclosure and Agreement. **IMMEDIATE ACCESS:** Certain restrictions apply. See psecu.com/disclosures to read our Funds Availability policy.

THIS CREDIT UNION IS FEDERALLY INSURED BY THE NATIONAL CREDIT UNION ADMINISTRATION. EQUAL OPPORTUNITY LENDER.

[illegible]



HEALTH & WELLNESS SERVICES

Health Insurance

Mansfield University is pleased to provide the following information about our Student Injury and Sickness Insurance Plans. The insurance plan is offered through Consolidated Health Plans (CHP). The University strongly recommends that all students have appropriate accident and sickness insurance coverage prior to coming to Mansfield.

Medical care received at any facility other than the Health & Wellness Center, is the responsibility of the student. Therefore, acquiring health and accident insurance is crucial to meeting your expanded health care needs.

- The annual insurance plan can be purchased on-line at www.chpstudent.com
- You have the option to pay for the entire year or it may be purchased in smaller increments (fall, spring/summer or summer only) for decreased cost.
- Personalized identification cards will be issued to each student participating in the plan.

International students MUST:

- Enroll in this plan unless you can show proof of other comparable coverage. Health insurance is a mandatory requirement for all international students as directed by the United States Citizenship and Immigration Services, formerly INS.
- In addition, the optional catastrophic coverage is strongly suggested for everyone and is required for students with J-1 and F-1 visas who enroll.

If you are not currently covered by an insurance plan or if you need more information, you may review the complete plan on-line at www.chpstudent.com or call CHP at (800) 633-7867.

Health & Wellness Center

Health care services for MU students are provided at our Health & Wellness Center located in Spruce Hall! The Wellness Center is staffed with a Family Nurse Practitioner (FNP), Licensed Practical Nurse (LPN) and an Administrative Assistant. If your questions are not answered here, contact the Health & Wellness Center at 570-662-4350. They can refer you to an off-campus service if needed. We have provided the answers to the most common answers below.

Who is eligible for services?

Comprehensive primary health care services are provided to registered full and part-time undergraduate and full-time graduate students while the university is in session.

This includes:

- Undergraduate: Full-time 12+ credits
- Part-time: 7-11 credits

You must present your current student ID card at your appointment for access to services. Also, it is very important for You and Your Family Physician to have completed the Health Evaluation Report medical questionnaire. This will provide medical staff with valuable medical history should you need treatment. Failure to submit the questionnaire could delay the most appropriate treatment when needed later.

What is meant by "Comprehensive Primary Health Services?"

Services covered by the health fee paid each semester are:

- Primary evaluation, diagnosis, prescription and treatment of common conditions
- Vision examinations (hearing exams can be done at the borough location)
- Some laboratory testing, including blood sugar, strep screen, urine dipstick among others are available
- Personal health counseling including dietary counseling, personal hygiene and family planning counseling (reproductive health education and appropriate referral)



- Athletic physicals
- Medications to treat an acute illness or injury, (antibiotics, antihistamines, anti-inflammatory, steroids, analgesic preparations, cough-cold preparations and Nebulized treatments)
- Some minor surgical procedures such as suture removal can be performed
- Allergy injections when students provide their own serum

What Services are charged to MU Students?

All ancillary testing and services will be billed directly to you.

These include:

- Outpatient x-rays can be ordered by the provider on campus, but are billed to the patient or their insurance through the facility where the x-ray is obtained.
- Sutures of minor lacerations may be done in our downtown office (or a local emergency room when appropriate).
- Medications for chronic and long-term illnesses.

How do I make an appointment?

If you are ill, call the Health & Wellness Center at 570-662-4350 to schedule an appointment.

If you need to be seen the day you call and there are no appointment vacancies, ask to speak to a nurse. The nurse will evaluate your symptoms and determine the appropriate course of action.

If you are unable to keep a scheduled appointment, please remember to call and cancel it. If you have emergency symptoms, you may be seen without an appointment. **Call first!**

Are Health Services provided when the University is NOT in session?

Students must visit the downtown Health Clinic when the University is not in session.

Health & Wellness Center hours are 8:00 am to 4:30 pm on Monday, Wednesday, and Thursday, and 8:00 am to 4:00 pm on Tuesday and Friday.

Meningitis notice for On-Campus Housing Students

Students living on campus will be asked during Orientation and Fall Check-In to sign a Meningitis Vaccination Verification Form verifying that they have received the meningitis vaccine, will receive the vaccine within two week, or have a medical allergy or religious belief prohibiting immunization. If you have received the vaccination, please complete your Form appropriately and return it as directed.

Local Clinics, Hospitals, and Emergency Services

Guthrie Clinic

63 S. Main Street
Mansfield, PA 16933
570-662-7766

Laurel Health Center

40 W. Wellsboro St.
Mansfield, PA 16933
570-662-2002

Soldiers & Sailors

Memorial Hospital
32-36 Central Ave
Wellsboro, PA 16901
570-723-7764

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.





POLICE SERVICES & SAFETY

The Mansfield University Police Department, located on the first floor of Doane Center across from the Kelchner Fitness Center, is staffed 24 hours each day of the year. The department performs investigations on all crimes that are reported that occur on campus.

Students, employees, and visitors are strongly urged to immediately report any crime or suspicious activity on campus to the University Police by calling 570-662-4900. The Department's nine fulltime commissioned officers have all successfully completed the Pennsylvania Municipal Police Officers Academy, or equivalent, and maintain appropriate certifications annually. Three fulltime security officers provide support to the department in routine and emergency dispatching and special event assistance. The Department also provides crime prevention and education to the campus, as well as parking services. Your safety is critical to us – contact us at 570-662-4900, or via e-mail at police@mansfield.edu with any questions or concerns.

Parking

All parking areas on campus are reserved. Students bringing a vehicle to campus must display a current valid parking permit. Register your vehicle, purchase your parking permit, and pay tickets online at parking.mansfield.edu/login.php. Avoid getting a parking ticket by knowing and abiding by the parking regulations www2.mansfield.edu/police/parking/parking-regulations.cfm or if you have a question about parking e-mail the Department at police@mansfield.edu.

Blue Light Phones

Blue light emergency phones are strategically located throughout the campus. Pressing the **RED EMERGENCY** button on an emergency phone will activate the blue strobe light atop the phone and immediately connect the caller to the Tioga County 911 emergency services communications center. The exact location of the activated phone will then be relayed to the Mansfield University Police Department, and an officer will be sent to the location.

Safety Escorts

The Mountie Express provides transportation around campus daily, with extended service to Mansfield Borough and surrounding township businesses. This shuttle runs a 35 minute loop among residence halls, academic buildings, parking lots and the surrounding local community at no charge between the hours of 7:30 a.m. and 1:30 a.m. Please check the detailed shuttle schedule at www.mansfield.edu/police/upload/Mountie-Schedule-Printable.pdf

When the Mountie Express is not running, you may request a safety escort from the University Police by calling 570-662-4900.

Weapons Registration

All firearms, bows, hunting knives, and ammunition and “look-alike” weapons must be registered with, and stored at, the Mansfield University Police Department. All ammunition must be in a locked ammunition box or be stored inside the locked weapons case. A registration form for identification of firearms, bows, hunting knives, and ammunition must be completed and kept in a log at the University Police Department along with an identifying number affixed to the weapon while in storage. Proof of ownership must be provided with registration form. University Police will maintain a sign in/ sign out log identifying exact date/times of firearm release/return. Firearms, bows, hunting knives and ammunition may be checked out of the Police Department at any time with the proper identification. Only hunting or target weapons will be stored at the University Police Department. **NO** assault weapons of any kind will be accepted. **EXTREME CAUTION** should be exercised when transporting firearms, bows, hunting knives, and ammunition to and from the University Police Department. All firearms must be unloaded during transportation and registration. No weapons or ammunition of any kind shall be stored in any residence hall, university building, or vehicle on campus.

Campus Bus Transportation - “The Mountie Shuttle”

The Mountie Express is a service of EMTA providing transportation for university students to campus buildings, parking areas, and local businesses. The Mountie Express is funded through the Student Government Association. It runs Monday through Friday on an approximate 30 minute loop starting at University Commons (schedule follows below). There is no charge for MU students, faculty, & staff with MU ID. No service to Mansfield Plaza after 11 PM.



Saturday and Sunday the shuttle runs every 30 minutes starting at 9 PM and ending at 2 AM starting from University Commons, to residence halls, to Walmart and back.

The Monday – Friday Bus Stops are as follows:

UNIVERSITY COMMONS
ELLIOT HALL/MANSER/SPRUCE
PARKING LOT C
HICKORY/OAK
LOTS T & T2
DECKER/STEADMAN/BUTLER
ALLEN HALL
LOTS L & K
RETAN/BELKNAP
ELLIOTT HALL
MU CAMPUS
WAL-MART
MANSFIELD COURT
SPRUCE HALL
MANSFIELD MOTEL
MANSFIELD PLAZA

The Mountie Express will travel to and from Decker gym 30 minutes prior to MU men's and women's basketball home games. Modified service dates include December and May Commencements.

EMTA also offers bus trips to Wellsboro and The Arnot Mall. These schedules can be found at mansfield.edu/police/emta



Title IX

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex for any college or university that receives federal financial funding. Title IX states:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Title IX covers all forms of sexual violence, including but not limited to sexual harassment, rape, sexual assault, coercion, and domestic partner violence. Mansfield University is committed to ensuring that all reports of sexual violence including assault reported by an individual are promptly addressed to determine

what occurred, take interim steps to protect the individual if necessary, provide a timely response to end any violence, prevent its recurrence and eliminate the effects of any discrimination.

Reports of sexual violence should be made to the Title IX Coordinator who is charged with overseeing the University's investigation and resolution of reports of sexual violence as well as coordinating the University's compliance with Title IX.

The President of Mansfield University has appointed Dia M. Carleton, J.D., Executive Director for Employee and Leadership Services as the Title IX Coordinator (dcarleto@mansfield.edu 570-662-4052). Reports may also be made to the Deputy Title IX Coordinator, Mr. Alan Zellner (ezellner@mansfield.edu 570-662-4071).

ct.mansfield.edu/get-connected



GET CONNECTED

at Mansfield University through Campus Technologies!

1. Visit ct.mansfield.edu/get-connected
2. Find your Account Information
 - **MyAccount** - gateway to getting connected to your Mansfield University electronic accounts.
 - You will need seven-digit your Student ID number, which you can find on your acceptance letter as well as your confirmation letter.
 - Follow the on-screen instructions to gain access to your accounts.
3. **Mounties Office 365 Email** - Your email account is provided through Microsoft Office 365, and includes 1TB of storage!
4. **Microsoft Office 365 Suite** - Microsoft provides all Mansfield students with free Office 365, which you can install on up to 5 devices, including PC's, Macs, iPads and Android tablets.
5. Lab locations around campus, including the Doane Center lab with 24 hour access and print capability.
6. **WebAdvisor** - web application used for checking your class schedule, registering for classes, paying for your bill, and other processes.
7. **My.Mansfield** - My.Mansfield is the campus intranet. You will be able to sign up for Mobile Alerts, use the housing module, enrollment confirmation, and many other features.
8. **Desire2Learn** - online learning tool used for all online classes, as well as any online assignments professors choose, to supplement classroom instruction.
9. **Mobile Alerts** - get campus alerts via text and voice message to your mobile phone and voice messages to landline phones. Sign up at My.Mansfield.



For assistance stop at the **Helpdesk** located on the ground floor of Memorial Hall, or contact us by phone or email!

570-662-HELP (4357)

helpdesk@mansfield.edu

10. Be Social

connect to **#mansfieldU Social Media!**



mansfield.edu/social-media

Print Cash



All students at Mansfield University will receive a printing allowance each semester which may be redeemed at any Print Cost Recovery station. The printing allocations (per semester) are distributed to all active students as follows:

Full-time undergraduate students - \$16.80

Part-time undergraduate students - \$8.40

Graduate students - \$11.20

Your Print Cash allocation is provided during the semester to assist in the cost for any printing services you may require. You may only use your Print Cash to print in labs or in the library on PCR printers.

The funds for this printing cannot be redeemed for cash, transferred to another individual's account, or carried over between semesters. The current cost for black and white printing is 7¢ per page and 15¢ for color.

Documents can only be released for printing if there are sufficient funds in your account. The print management system will utilize funds in your Print Cash allowance first, if available, then deduct from Mountie Money. Once you have used all of your Print Cash, you must fund your printing needs with Mountie Money as the Print Cash account cannot be replenished until a new semester begins.

You may check the balance of your Print Cash and Mountie Money accounts at any PCR printing station, at the PHiL kiosk in Alumni Hall or through the One Card Web portal, mansfield-sp.blackboard.com/eaccounts.

You can deposit funds into your Mountie Money account with cash or check at the CCSI office in Alumni Hall, or with cash or credit card at the PHiL station at the entrance to Alumni Hall. You can also add electronic deposits with a MasterCard, Visa, or Discover anytime online through the One Card Portal, mansfield-sp.blackboard.com/eaccounts. Mountie Money will carry over between semesters and will never expire!

ONE CARD

Your Mountie ID Card



In addition to identifying your affiliation with Mansfield University, your card provides access to on- and off- campus services.

On-campus access to:

- Your Residence Hall
- The Kelchner Fitness Center
- The Dining Hall, Meal Plans, and Flex Dollars
- Access to North Hall Library Resources
- Mountie Money, which acts just like a debit card and never expires!

Off-campus services: (Your Mountie Money may be used at the following merchants.)



Use Mountie Money for:

- Postage
- Vending Machine Purchases
- Campus Events and Activities
- Campus Bookstore Purchases
- Printing and Copying on campus
- Parking Fines and Permit Payments

Money can be added at any time by cash, check, or credit card, at the CCSI office, PHIL station in Alumni Hall, or online through the One Card Web Portal. (*Flex money is part of your meal plan and is separate from Mountie Money. Flex funds expire every spring semester)

Use the One Card webportal to manage your One Card account online: make deposits, view statements, check balances, deactivate lost or stolen cards.

mansfield.edu/onecard/

For more information on **One Card**, contact

Alex Miller

onecard@mansfield.edu

570-662-4074

*Replacement cards can be issued by visiting CCSI, located in the bookstore (*Fee may apply*)





CAMPUS RESOURCES

TRiO

The goal of the TRiO SSS Program at Mansfield University is to increase persistence and graduation rates of eligible students and to foster an institutional climate supportive of the success of our students. The ultimate goal of TRiO programs is to help students persist in school in order to attain their bachelor's degree. TRiO works!!

Services include:

- Experienced & Supportive Faculty and Staff
- One-on-One Advising & Counseling
- Summer Bridge Program
- First year seminar course offering w/TRiO faculty
- Peer Mentoring Program
- Textbook Loan Program
- Laptop Loan Program
- Major & Career Planning
- Financial Guidance
- Tutorial Services
- Scheduling Support
- Academic Assistance
- Stress Management Workshops
- Study Skills Instruction and Workshops
- Graduated School Visits
- Quiet Study Rooms w/computers & a accessible printer
- Cultural Enrichment Services

TRiO Student Support Services IS HERE FOR YOU!

- Location: 2nd Floor, Doane Center
- Contact: Annette Mase
- Email: amase@mansfield.edu
- Phone: 570-662-4365

Career Center

Our mission: to provide students and alumni with exceptional career development opportunities that cultivates leadership tools in preparation for effective, successful, and meaningful life-work.

Not sure about your career goals? Confused about a major? FOCUS is an online career planning tool that enables you to self-assess your career relevant qualities and explore occupations and majors that are most compatible with you. Additionally, the Career Center's website is a fantastic place to explore resources on your own.

There are comprehensive guides concerning resumes,



cover letters, and more. It's never too early to get started on achieving your career goals. In fact, the journey begins the moment you step on campus.

Are you doing everything you can to be successful both during and after college? Use Mountie Career: The Journey, available on the Career Center's website, as your guide. This 4-stage plan will ensure you stay on track toward your career goals with clear step-by-step directions.

- Visit us online at career.mansfield.edu
- Location: Alumni Hall, Ground Floor
- Contact: Nichole Lefelhoc
- Email: careers@mansfield.edu
- Phone: 570-662-4133

Academic Advising Center

The Academic Advising Center assists students in a variety of ways related to their academic work. The Center is responsible for the advising of Academic Exploration Program (AEP)/undeclared, Liberal Studies, Qualifying Program (transfers) academic probationary, readmitted, and reinstated students. The Athletic Mentoring, and Minority Mentoring (SUPPORT) programs and the Academic Standards Review Boards (ASRB) are Academic Advising Center initiatives.

- Location: 148 South Hall
- Contact: Mani Ramasamy
- Email: mramasamy@mansfield.edu
- Phone: 570-662-4824

Counseling Center

Help is available. Whatever your concern, we are here to assist you in finding a solution. If you feel you are getting nowhere or don't know where to turn, stop by and see a member of the counseling staff. Having someone who will listen to your concerns and offer advice can, in some instances, prevent a situation from developing into a crisis. ALL discussions will be kept completely confidential so feel free to talk about any and all concerns or issues you may have. Remember, everyone needs help sometimes!

- Location: 142 South Hall
- Contact: Laurie Buck
- Email: lbuck@mansfield.edu
- Phone: 570-662-4436

Campus Health & Wellness Center

Health Care Services for MU students are provided by personnel at our on-campus clinic located in Spruce Hall or during evening hours, at a clinic in Mansfield. More information can be found in the Housing and Health Services Tab of this booklet.

- Location: Spruce Hall
- Phone: 570-662-4350

Kelchner Fitness Center

We have Intramurals, Club Sports, Group Fitness, a Rock Wall, and LOTS of other programs and services, check us out!

- Location: Kelchner Fitness Center
- Contact: Amy Delozier
- Email: adelozier@mansfield.edu
- Phone: 570-662-4865

Learning Center

The Learning Center at Mansfield University provides helpful study strategies and tips on-line. We also hold a series of workshops to assist in enhancing your study skills and learning strategies. We provide peer tutors, writing center tutors and supplemental instruction study sessions. Each of these student support programs focus on course content as well as collaborative student learning processes that are designed to actively engage the learner.

- Location: 144 South Hall
- Contact: Laurie Buck
- Email: lbuck@mansfield.edu
- Phone: 570-662-4436



Police Services & Safety

The mission of our department is to work with our students and staff to keep the university a safe place to live and learn and work; to welcome visitors and ensure their stay is enjoyable; to protect life and property; and to reduce the opportunity for crimes to occur on campus. Parking permits are also distributed through this office.

- Open 24/7, 365 days a year
- For more information see the Police Services tab.
- Location: Doane Center
- Contact: Officer on Duty at the Call Center
- Email: police@mansfield.edu
- Phone: 570-662-4900

Title IX Reporting

Reports of sexual assault should be submitted to our Title IX coordinator, Dia Carlton, or Deputy Title IX Coordinator, Alan Zellner.

- Contact: Dia Carlton
- Email: dcarleto@mansfield.edu
- Phone: 570-662-4052
- Contact: Alan Zellner
- Email: ezellner@mansfield.edu
- Phone: 570-662-4071

Writing Center

Offers free tutorial sessions for all Mansfield University Students. Writing Center tutors do not proofread papers - they guide the process of writing. Tutors also assist writers in identifying patterns of errors.

- Location: 144 South Hall
- Contact: Laurie Buck
- Email: lbuck@mansfield.edu
- Phone: 570-662-4436

Minority Mentoring Program

The Minority Mentoring Program is designed to provide a support students of color in their transition to Mansfield University. This objective is achieved through active participation in one-on-one interactions between mentors and mentees, participation in Minority Mentoring Program events and attendance at cultural events. Services provided by the Director of Minority Mentoring include but not limited to Developmental Academic Advising, Academic Tracking, Tutoring, Peer Mentoring, Student Development Workshops, Cultural Enrichment programming and workshops on off campus, and appropriate referrals to other supportive services, e.g. counseling, tutoring, career services, and faculty office hours. The aim of the Minority Mentoring Program is to increase the likelihood for minority students to enjoy academic success, healthy personal growth and to help each student successfully navigate the academic systems that drive Mansfield University.

- Location: 128 South Hall
- Contact: Jason Roscoe
- Email: jroscoe@mansfield.edu
- Phone: 570-662-4692

Athletic Mentoring/ CHAMPS Life skills

The mission of the Athletic Mentoring and CHAMPS Life Skills Program is to support the successful academic transition, matriculation, and graduation of student-athletes. The Athletic Mentoring component monitors, and improves the academic standing and progress of student athletes. The CHAMPS/Life Skills component enhances and supports student-athletes' development in the areas of personal development, career planning, community service, and academic excellence.

- Location: 146 South Hall
- Contact: Christopher Cummings
- Email: ccumming@mansfield.edu
- Phone: 570-662-4824

Honors Program

Mansfield's Honors Program provides an opportunity for high achieving students to take part in a unique educational experience during their studies at Mansfield.

Tutoring

The Learning Center in South Hall provides peer tutors, writing center tutors and supplemental instruction study sessions. Each of these student support programs focus on course content as well as collaborative student learning processes that are designed to actively engage the learner. Students can register for a tutoring session on-line.

- Visit us online at www.mansfield.edu/ahdev/
- Location: 144 South Hall
- Contact: Laurie Buck
- Email: lbuck@mansfield.edu
- Phone: 570-662-4436

United Campus Ministry

United Campus Ministry at Mansfield University is affiliated with and sponsored by the following church bodies: American Baptist Church, Disciples of Christ, Episcopal Church, Evangelical Lutheran Church in America (ELCA), Presbyterian Church (USA), United Church of Christ, United Methodist Church and the Roman Catholic Diocese of Scranton.

Campus Ministry is a ministry of presence, existing not to replace one's religious tradition but rather to honor that tradition and offer room for spiritual growth. Students can participate in service opportunities and be connected with local congregations. The Prayer Room located in 114 Pinecrest is always open for students of all faiths.

- Location: 112 Pinecrest
- Contact: Courtney Hull
- Email: chull@mansfield.edu
- Phone: 570-662-4431

Women's Center

The Dr. Margaret Launius Women's Center at Mansfield University seeks to promote gender equity by addressing issues such as stereotypes, women's health, gendered violence, income inequality, sexual assault, and sexism. The Women's Center is a space in which people work collaboratively to foster the educational, professional, and personal development of diverse groups of women. The Center provides education and support to all members of Mansfield University regarding gender issues, with the goal of promoting an inclusive and equitable campus community. Everyone is welcome to use the Women's Center's services and resources. The Women's Center works cooperatively with the Women's Studies Minor, and campus organizations, such as the Women's Studies Steering Committee and Students Advocating for Everyone (SAFE), use the Center to hold meetings. You can participate in discussion groups, volunteer opportunities, films, lectures and workshops sponsored by the Women's Center. You can also have one to one conversations with the staff, borrow books, videos, magazines, pamphlets, and files for research and class projects.

- Location: 321 Alumni Hall
- Contact: Stephanie A. Allen
- Email: sallen@mansfield.edu
- Phone: 570-662-4381

Student Registration and Financial Services

You will find assistance with financial aid, course registration and your student account. For your convenience, many of our services are available to you on-line.

- Visit us online: esd.mansfield.edu
- Location: 224 South Hall
- Email: studentservices@mansfield.edu
- Phone: 570-662-4411

TechConnect - Computer Assistance

For assistance in connecting to these services, contact our TechConnect Carry-In Center at (570)-662-5806 or by email at techconnect@mansfield.edu. If no one is available to answer your call, leave a voice mail including your name, phone number, room number, and the best time to be contacted. Your call will be returned by either the TechConnect Technician or the student covering your residence hall. If you receive a follow up call, you need to call the TechConnect technician with the requested information. Depending on the computer problem you are experiencing, you may be asked to bring your computer to the Carry-in Center for diagnosis.

- Location: 100-102 Pinecrest
- Email: techconnect@mansfield.edu
- Phone: 570-513-5806

CCSI - ID Card Services

Services: ID Issuance and Replacement, Club and Organization Accounting.

- Location: 2nd floor Mountie Den (Book level)- Alumni Hall inside the Mountie Den
- Contact: Nancy Nauman
- Email: nnauman@mansfield.edu
- Phone: 570-662-4929

North Hall Library

Mansfield University provides information resources both virtually and in the historic and elegant 19th century setting of North Hall. Our quality resources provide students access to information from around the world. Our Library is Wi-Fi enabled and most of our resources are accessible regardless of your physical location, whether you are in the Library, your dorm or apartment, or even a different country.

The Library is located on the first four floors of North Hall and has several special features to promote the efficient use of information in both printed and electronic forms. The Library has been designed to highlight traditional subject strengths, such as those for music and education, and also to provide immediate access to electronic information via extensive computer networking with over 80 PC's for public use and additional laptops available for use in the Library. If students need help using the resources housed in the Library, there are several service points; the most comprehensive one being the Information Desk on the second floor, north wing. The personnel who staff this area all highly trained professionals who will be able to help with how to use printed and electronic resources and will also provide advice on equipment problems. To put it simply, they can help you get what you need without wasting your valuable time.

Other more specialized service sites are:

- 1) The Circulation Desk in the entrance lobby includes the reserves collection, laptops, and other multimedia materials.
- 2) The Microfilms/Periodicals Desk is in the atrium on the third floor.

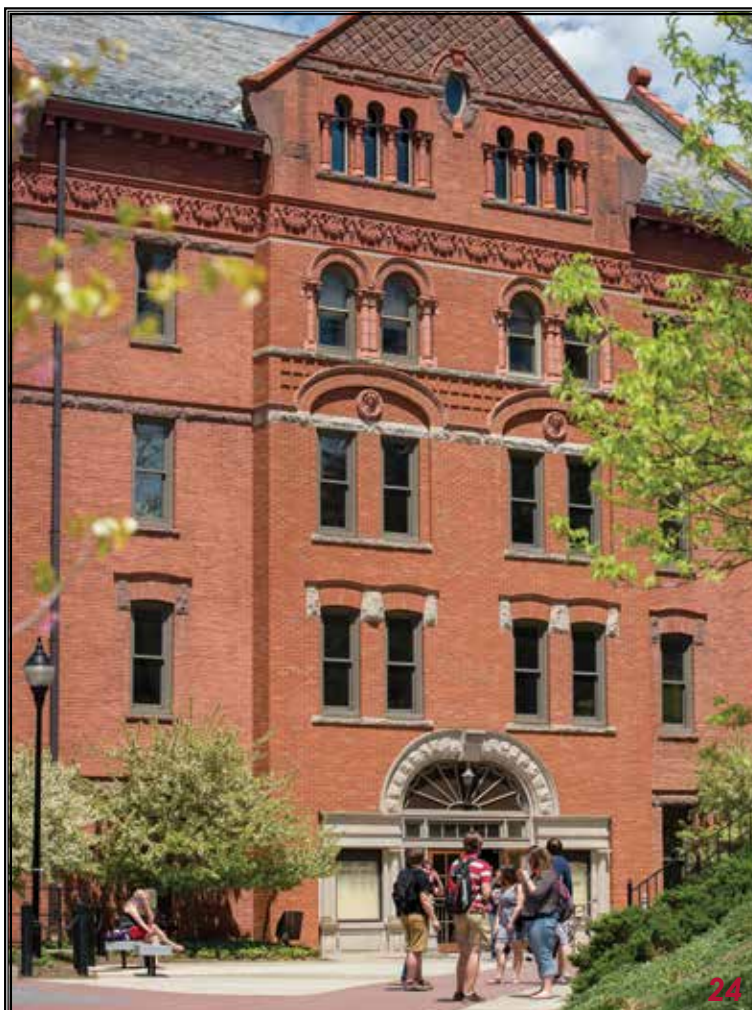
3) Printed brochures are available throughout the Library to provide answers to commonly-asked-questions about library resources and services.

4) Our Media and Art Design Lab (MAD LAB) provides state-of-the-art video creation and editing for a project or your resume.

5) The Mansfield University Archives, located in the Library, provide a glimpse into the past.

6) The Video News Library located on the 1st Floor is a great place to relax or watch one of the many television stations carrying the latest news from around the world.

Detailed information about the library's collections and services is available through the home page at lib.mansfield.edu as well as other important contact points, such as the Information Desk (Reference), Ask a Librarian, or libref@mansfield.edu.



MANSFIELD UNIVERSITY

4 Coolest Rooms on Campus

Every college and university has its secret niches where students can be found hanging out or gathering together to work on course projects. Four of our school's most unique rooms are explored in more detail.

1. Alumni Hall Game Room

The Alumni Hall Game Room has the basic arcade games like skeeball and car racing, but now the room has expanded to include a photo booth, a basketball shoot-out game and table, chairs and couches for students to eat lunch at from the nearby Jazzman's Café. Alumni Hall is centrally located on campus and is also home to the Mountie Den, Mansfield University's student store and is open until about 11:30 p.m. each evening for students to enjoy. Best of all, other than the photo booth and toy crane, students can play games free of charge. All proceeds from the photo booth are spent on replenishing the ink and paper for the booth itself.

2. Allen Hall TV Studio

The Allen Hall TV Studio sees most of its action at 5:30 each Wednesday evening during the Mountaineer News broadcast. Mountaineer News is a live, student-run weekly news cast that is broadcast on local stations close to the Mansfield University campus. When Mountaineer News isn't filming, the studio is used as an area for the university's Electronic Media majors to have class. The studio has a green screen and high definition cameras which were donated by an alumni who is an executive at ABC in New York City. The hands on experience and high tech gear available in the studio help these students land competitive internships each year.

3. The Campus Ministries Prayer Room

Mansfield University is a publically owned, non-denominational university, but their campus ministries department is home to one of the most relaxing and inviting rooms on campus. The room is left open and unattended each day and is available at any time Pinecrest Manor is open. There are comfy couches and pillows and even prayer mats that the department purchased for the campus' Muslim students, for a quiet place to pray, meditate, reflect or even study in. The ministries staff is accepting of all students on campus, regardless of their beliefs and hopes that students find the room as a safe place to go when they need it.

4. The North Hall Media Viewing Room

North Hall is Mansfield University's oldest building on campus. The building once served as the dormitories, cafeteria and a place for students to have class. Now, the building serves as the library for university students. On the first floor of the building, students will find the media viewing room. This room has a projector and a large screen for students and friends to watch movies or other types of media together. Best of all, there is extra sound proofing so students won't disturb others who may be studying on the same floor. The key for this room is easily checked out at the front desk with a student ID card.





HOUSING, DINING & RESIDENCE LIFE

Welcome to Mansfield University House, Dining & Residence Life! We are very excited to welcome you to our community!

Housing, Dining, and Residence Life (HD&RL) strives to be a leader in developing a premier residential college environment marked by active student engagement in learning and leadership opportunities, attractive price, and quality service. HD&RL is a self-supporting department that exists as an integral part of the educational program and academic support services of Mansfield University. Living accommodations and support services enhance the university mission for student retention, academic excellence and community involvement.

This is accomplished by organizing activities that address individual needs and interests, developing sound policies and procedures, administering residence hall disciplinary procedures, advocating for students and the training and direction of the residence hall staff. Housing professional staff, in conjunction with more than 35 student staff members, strive to ensure your residential experience is a memorable one.

We encourage you to utilize the information and resources available to enhance your residential living experience. Please feel free to contact us with any question you may have.

Housing Housing Services

Mansfield is a university on the move. Exciting growth and changes are happening around campus. The four, state-of-the-art residential buildings have added comfortable, air conditioned and attractive suite-style housing to students living on campus.

We know that having the right living arrangement will be an important part of your overall college experience. The residence halls provide more than 1,300 beds, with each building offering four to five different styles of living units. All buildings include the following:

- Individual bathrooms with spacious showers in each suite
- Microfridges provided in each suite (included in the room rate)
- Ample numbers of private room options
- Unit controlled air conditioning and heating
- One-card security access and entry door camera coverage
- Carpeted bedroom and living areas
- Cable TV
- High-speed wired and wireless internet connectivity
- Suite options with living space ranging from 300 to 1070 square feet
- FREE Laundry facilities and trash disposal on each floor
- Group project area and study lounges on each floor
- Multipurpose recreation area and large-screen TV lounge in common area (also featuring technology for student and/or academic presentations in the living area)
- Game room for shooting pool, etc.
- Full kitchen(s) in each hall
- Professional staff supported by Graduate Assistants and Resident Assistants living in the halls



Furnishings: All rooms are furnished with twin beds, twin extra-long mattresses, study desks, three-position desk chairs, dressers, closets, and overhead lighting. **Furniture should not be removed from the room.**

Thoughtful building design incorporates a living-learning opportunity, which promotes student academic success. Individual floors provide group project rooms and study lounges that can be utilized by academic tutors, counselors, and study sessions for individual or team projects. Ground floor access to buildings' multipurpose rooms and kitchens affords abundant opportunity for lectures, performances, exhibits, or social functions.

Themed Housing Community

The Themed Housing Community is a community of first-year students who live together in Hickory residence hall, share a common interest, and participate in group activities with a designated faculty/staff member and HD&RL representative. We created Themed Housing Communities to not only extend your learning beyond the classroom, but also to foster friendships among like-minded students and faculty/staff.

You will be able to choose from the following communities (simply designate on your New Student Housing & Dining Application/Agreement):

Outdoor Recreation: Participate and help create outdoor recreational activities including biking, hiking, high and low ropes, and rock climbing. Enjoy once in a lifetime experiences including hiking the Pennsylvania Grand Canyon to star-gazing in the darkest national park in the northeast. Promoting safe outdoor activities and learning to take your outdoor hobbies to the next level.

Sports Center: Because we love watching, playing, and discussing sports. Get to know and play sports from all over the world including BASEketball and Croquet. Participate in ongoing sporting events, programs like Baseball Playoffs, the World Series, Football Playoffs, the Super Bowl, etc., and dissect every play of every big game with passionate sports enthusiasts.

Gamers Anonymous: Featuring video game tournaments, Magic the Gathering games, LAN parties, designing your own games and all of your guilty gaming pleasures including video gaming pleasures including video gaming for charity! Bring your childhood games to life with interactive life-size Mario, Pac-Man, and more!

Performing Arts: Get on Stage! Or backstage or just hone your skills. We create open mic nights, play improv games, and stage our own shows. From Frozen to the Phantom of the Opera, immerse yourself in the art world. Join us to showcase your musical, theatrical, or stage talents!

Popular Culture: From die-hards to Twi-hards, if you wanted to go to Hogwarts, are trying to get bitten by a vampire, or would volunteer for the Hunger Games, we have the fan club for you! Walking Dead trivia tournaments and cat facts are only the beginning. So, dissect the plot holes in the next Avengers movie with us as we embrace popular culture.

Arts and Crafts: Yeah, we know how to make that! Learn to make pillows, beanbag chairs, magnet making and a variety of other projects as we craft our hobbies into useful things. Plan trips to Corning Museum of Glass, watch presentations on “how-to’s” and share crafts with the community.

Healthy Living: Where community service and healthy living combine; whether it is giving back to the community, living a balanced life, or both this is the community for you. Plan a variety of activities with the American Cancer Society, Habitat for Humanity, the Red Cross, Princess Project, and work with the Animal Care Sanctuary, Relay for Life and other groups. The perfect gathering place for Nursing, Nutrition, Psychology and all other majors who want to live in a supportive and healthy environment.

International Culture: Interested in learning about world cultures, celebrating different customs, or learning about cultural folklore? Our International Culture community will explore these topics and others as you embrace the experience of living abroad without ever leaving your residence hall.

New Student Housing Procedure

Go first to My Accounts to get your log in and passwords (you can refer back to this site at any time to confirm your information). You will then log on to **My.Mansfield** using your Campus Services ID (including @mansfield.edu) and password. Then select the link for My Housing.

Apply for Housing

- Select the log in button under “Apply Online”

- Select **New Student** from the drop down box. and click “Next.”
- The next page is the Housing & Dining agreement. Please read the Agreement carefully so that you understand your obligations.
- After you have read the agreement, click “**I Agree.**” This creates your electronic signature on the binding agreement.
- The next page contains information regarding the Housing Application Fee. Review the information and click “Continue with Application.”
- In the next step, you select your personal preferences – please be honest when selecting these as it will be used to select the best options for roommates.
- Once you complete your personal preferences, it will ask you to choose a meal plan. **Please note: if you do not select a meal plan the 19-meal plan with \$200 Flex will be added.**
- Click “Continue to Payment Page” when completed.
- Select if paying with e-check (no service charge) or credit card (2.5% service charge). Credit cards accepted are Master Card, American Express, and Discover.
- Follow the steps carefully through the payment process.
- Print the confirmation page for your records.

Assignments will be made in mid-summer and an e-mail will be sent to your Mounties e-mail account in mid-July. Assignments are posted to My Housing Portal as soon as they are made. You can log on to this site to view your assignment, which includes room assignment, roommate name, and roommate contact information. However, please be aware that as we continue to make assignments, your assignment may change.

If at any time you have any questions regarding housing, please contact us at 570-662-4934 or email us at housing@mansfield.edu

What to Bring to College

This is a list of items that our students recommend. It is a good idea to coordinate with your roommate.

Room Supplies (highly recommended)

- Phone/Computer chargers
- Co-axial Cable Wire (if bringing a TV)
- Head Phones
- Surge Protector
- Desk Lamp - (no halogen bulbs)
- Cups/Bowls/Plates/Napkins
- Plastic Silverware
- Food Storage Containers
- Dish Washing Liquid and Sponge

- Medical Insurance Information
- Vitamins
- Prescription Medications

Room Supplies (optional)

- Hair Dryer
- Television

Laundry Supplies

- Detergent & Fabric Softener
- Laundry Bag/Basket
- Clothes Hangers/Drying Rack

Personal/Health Items

- Toiletries
- Twin Sheets (36 x 80)
- Pillow & Blankets
- Towels
- First-Aid Kit

Desk & Study Supplies

- Calendar
- Computer
- Pens & Pencils/Highlighters
- Notebooks/Binders
- Stapler & Staples
- Thumb Drives

What to Leave at Home

Living with many people in a small space means that certain luxuries are not permitted to ensure the safety of all residents. Based on years of operating college residence halls, obvious safety interests and yearly input from students, the following items should NOT be brought to campus:

- Electric Space Heater
- Halogen Lamp
- Sun Lamp
- Toaster/Toaster Oven
- Hotplate
- George Foreman Grills
- Candles or Candle Warmers
- Incense/Incense Burners
- Pets (Except for fish - 10 gallon tanks)
- Electric Frying Pan
- Microwave Oven
- Waterbed
- Bed Loft materials
- Free Weights
- Dart Board/Darts
- Horseshoes
- Fire Arms
- Knives, or Any Weapon
- BB Guns & Weapon “look alikes”
- Paintball/Airsoft Markers
- Hazardous Chemicals (Gasoline, etc.)
- Alcohol
- Decorative Alcohol Containers
- Drugs/Drug Paraphernalia
- Air Conditioner
- Fireworks or Explosives

Mail Call

To avoid delays in getting your mail, have family, friends, fan clubs and other correspondents address letters as follows:

Student Name
Street Address S # (Mailbox Number)
Mansfield, PA 16933-1623

Street addresses for the halls are as follows:

- *Sycamore* -- 50 Morris Drive
- *Oak* -- 64 Morris Drive
- *Hickory* -- 66 Morris Drive
- *Spruce* -- 125 Clinton Street

So, if you live in Hickory, and your box number is 25, your address is:

Sadie A. Student
66 Morris Drive #25
Mansfield, PA 16933-1623

Use the following address when ordering items online or having packages sent to you. Please note, this applies **only** to packages.

Student Name
15 Pinecrest Drive
Mansfield PA 16933

You will continue to use your Mansfield University mailing address for regular mailing purposes (letters, bills, magazine, etc.).

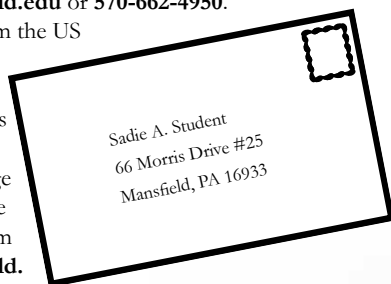
If you have any questions, please feel free to contact us at mailservices@mansfield.edu or 570-662-4950.

Packages received from the US

Postal Service and all other carriers will be delivered to Mail Services in the Pinecrest Lobby. Once the package is logged, you will receive an email notification from mailservices@mansfield.edu letting you know you have a package.

Please note that a notification from your shipping carrier stating that your package is delivered does not mean that it is ready for you to pick up. You may pick up packages in Pinecrest between the hours of 8:00 am until 4 pm, Monday through Friday.

If you are in need of sending a letter or package, you can use do so via Mail Services in Pinecrest during the same business hours. Mail Services is a full service Post Office, except they do not sell money orders. Mail services sell various sizes of envelopes at the package pick-up window. Payment method may be in the form of cash or Mountie Money. For same day mailing, mail and packages should be received in Pinecrest by 2 pm. For more information visit us at www.mansfield.edu/mailservices or like us on Facebook @Mansfield University Mail & Printing Services.



Computer and Internet Help

Housing, Dining & Residence Life realizes technology plays a crucial role in residents' success here at Mansfield. As such, TechConnect, provides support to on-campus residents in their use of technology. The TechConnect staff are composed of student workers who are Mansfield students trained to assist residents with their technology needs. A professional staff member supervises the student workers and can provide additional support. The TechConnect Office, located in Pinecrest, is a great resource for residents with technology questions. If you have a question you can either stop by or call 570-662-4100.

Want to be a Residence Hall Leader?

Living in residence halls on campus offers a variety of opportunities for student leadership. Every student is welcome to attend meetings and events sponsored by the Residence Hall Association, whose meetings include time to make suggestions about housing and dining on campus.

RHA is also responsible for planning large entertainment based activities/programs for campus and sponsors trips to other universities to share ideas and resources.

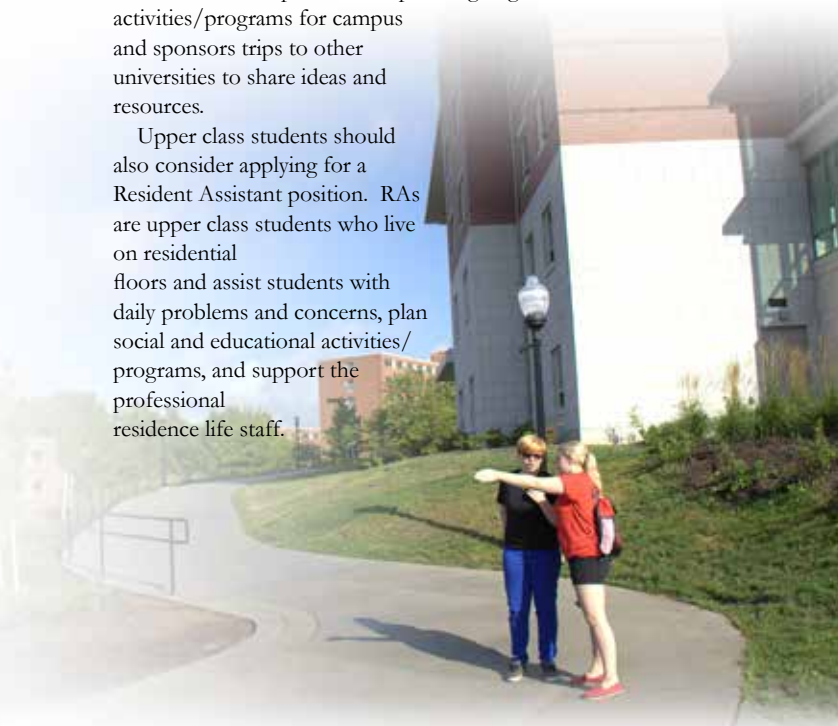
Upper class students should also consider applying for a Resident Assistant position. RAs are upper class students who live on residential floors and assist students with daily problems and concerns, plan social and educational activities/programs, and support the professional residence life staff.

Drug & Alcohol Policy

Mansfield University is dedicated to providing a safe learning environment that promotes wellness, academic and personal growth, and intellectual, ethical and aesthetic values. The university is responsible for providing a drug free campus community where the use of alcohol and other drugs does not interfere with the pursuit of knowledge and understanding by students, faculty and staff.

The possession, distribution, or use of alcohol and other drugs on the Mansfield University campus or at any university-sponsored activities is prohibited. Individuals violating this prohibition will face disciplinary sanctions, and/or arrest, and possible termination from the University. University disciplinary actions will include an educational component to encourage the individual's acceptance of the responsibility for his/her own choices and behavior. Alcohol use and possession by individuals 21 or older in accordance with state and federal laws is permitted within designated residence halls.

Mansfield University will proactively educate, create an environment that promotes and reinforces a healthy living model, and provide information to students, faculty and staff for the expressed purpose of preventing the abuse of alcohol and other drugs. The University will also provide counseling and referrals for students and staff with alcohol or other drug problems.



[illegible]



Dining

Feeding Today's Mounties and Tomorrow's Leaders!

The Mansfield Dining team is committed to creating the best possible dining experience for our Mansfield University Family. Join us to experience the comfort, convenience, outstanding food and inviting atmosphere designed for a Mountie.

Dining Locations

We are proud to offer a dining program complete with signature brands and menu selections that entail just about every item you can imagine. Just feast your eyes on our many selections!

MANSER HALL STUDENT RESTAURANT

Known as Upper Manser by the students, is the all-you-care-to-eat restaurant on campus. Students can choose from traditional offerings, Mindful healthy selections, toss-to-order pasta dishes, Asian stir-fries, Mexican station, Vegan and Vegetarian station, Grill specials, our Pizza oven, full Soup & Salad Bar and much more. Don't forget our awesome hand dipped ice creams and desserts. Check out our monthly calendars for elite events, festive holiday and themed meals.

Monday - Friday

Lunch 11:00 a.m. - 1:30 p.m.

Dinner 4:30 p.m. - 7:00 p.m.

Saturday & Sunday

Brunch 11:00 a.m. - 1:30 p.m.

Dinner 4:30 p.m. - 6:00 p.m.

Accepts Meal Plan One Card participants. Upper Manser is available to all Students and their Families, Faculty and Staff. So don't worry if you're not on a meal plan, you can also pay by Mountie Money, Flex Dollars or Cash



Connect with us!

On the web at www.mansfielddining.com

Like us on Facebook at **Manser Dining Services**

Twitter @MUDiningservice

Instagram at manserdiningservices



LOWER MANSER FOOD COURT

Monday - Friday

Lunch 11:00 a.m.-1:30 p.m.

Dinner 4:30 p.m.-7:00 p.m.

Saturday & Sunday

Brunch 11:00 a.m.-1:30 p.m.

Dinner 4:30 p.m.-6:00 p.m.

Grille @ Manser

We begin with wholesome ingredients and prepare them right in front of you. Your choices here are simple: Fresh lean beef, breast of chicken, or a black bean burger. We grill or charbroil, toast the bun, then pile it high with your choice of basic fresh veggies, pickles and spreads. Nothing fancy - just the way a burger should be served. Your day also begins here with breakfast. We only use Cage Free shell eggs.

Slice of Life

Craving a pizza or Pasta? You will find piping hot delicious gourmet pizza. Meatball Subs and Chicken Caesar salads to satisfy your hunger. Also choose from several made to order Pasta bowls.

You can buy your pizza by the slice or by the whole pie.

Pete's Arena also offers pick up during business hours.



Sandella's

Sandella's offers a unique menu of lunch wraps made with Sandella's unique 10" flat bread. Not in the mood for a wrap? Try our hot, made to order burritos, quesadillas and Rice Bowls to satisfy your cravings. Healthy vegetarian alternatives are also available.

FANS

Experience our Frozen All Natural Smoothies. Choose from Fitness Focused, Energized, V8 VFusion, Coffee Break or straight up fruit smoothie. Kick it up with Meal replacement or Protein powders, as well as immunity blend, fat burner, vitamin C and other supplements.

Subconnections

Great meats, incredible breads, fresh toppings, and delicious spreads are the start of this great tasting deli experience! It's market fresh! And our combo meals make ordering a snap! Step up to the counter and order from our friendly staff. They are happy to assist you with your own customized sandwich.

Simply to Go

Simply to go is a great way to grab a convenient food fix in a hurry. The grab and go menu consists of a variety of sandwiches, crisp salads, parfaits, organic items and much more, all made fresh daily.

JAZZMAN'S CAFÉ

Located in the center of campus in Alumni Hall Jazzman's Cafe invites you to wake up and smell the fresh brewed selection of coffees and espresso drinks while you kick back and relax to soothing jazz sounds. Try our delicious muffins, scones, coffee cake and breakfast sandwiches. For lunch we have an awesome variety of gourmet salads and hearty sandwiches and wraps.

Accepting Meal Plans, Flex dollars, Mountie Money, all major credit/debit cards and cash.

Monday-Thursday 8:00 a.m.-4:00 p.m.

Friday 8:00 a.m.-3:00 p.m.

Saturday-Sunday Closed

SIMPLY TO GO IN RETAN HALL

Simply to Go is a popular stop wherever it travels. The grab and go menu consists of a variety of sandwiches, crisp salads, parfaits, organic items and much more, all made fresh daily.

Accepting Meal Plans, Flex dollars, Mountie Money, all major credit/debit cards and cash.

Monday-Thursday 8:00 a.m.-3:30 p.m.

Friday 8:00 a.m.-3:00 p.m.

Saturday-Sunday Closed

EINSTEIN BROS BAGELS®

Einstein Bros Bagels offers an enticing and exceptional variety of coffee, espresso, fresh baked bagels with smears, salads, sandwiches, STG and much more. Located in Spruce Hall.

Accepting Flex dollars, Mountie Money, all major credit/debit cards and cash.

Monday-Thursday 7:30 a.m.-12:00 a.m.

Friday 7:30 a.m.-6:00 p.m.

Saturday-Sunday Closed



Meal Plans

Meal Plans for All Students

All Meal Plans include \$200.00 Flex

19 meals per week +\$200 flex

1 meal per zone up to 3 per day*

14 meals per week +\$200 flex

1 meal per zone up to 3 per day*

10 meals per week +\$200 flex

1 meal per zone up to 3 per day*

175 block per semester +\$200 flex

1 meal per zone up to 4 per day*

Off-Campus and Commuters Only Meal Plans

75 block per semester +\$200 flex

1 meal per zone up to 4 per day*

Flex Only

To open initial account \$50.00 and add in increments of \$25.00 anytime during the semester
*Block usage is defined as (1) meal per meal zone. Zones are defined as Breakfast, Lunch, Dinner and Late night Monday – Friday. Saturday and Sunday there are 2 zones Brunch and Dinner for a total of 24 per week

Meal Plan Lingo

Flex

Flex dining funds included with your meal plan and those subsequently added to your One-Card account can only be used for food purchases at any of our dining locations.

Mountie Money

You can deposit money onto your One Card with cash or check at the CCSI office in Alumni Hall, or with cash or credit card at the PHIL station at the entrance to the Alumni Hall.

You can add electronic deposits with a MasterCard, Visa, or Discover anytime online through the One Card Portal. Mountie Money will never expire.

Access the One Card Web Portal here: info.mansfield.edu/myaccount/

Do you have a special diet or food allergy?

No problem! Our dining program can accommodate your special dietary requirements. We have a Registered Dietician that can help navigate your dining options if you have a special diet or allergen. For more information, please contact our Executive Chef Michael Krefski at 570-662-4925 or email Michael.krefski@sodexo.com

Sign Up for a Meal Plan

Visit the Residence Life & Housing Office to select or upgrade your meal plan.

The office is located at

120 Pinecrest Manor.

www.mansfield.edu/residence-life/housing-dining-rates.cfm

We Love Feedback! Contact us and share your dining experience and suggestions.

Drew Robinson
General Manager
570-662-4328
Michael Krefski
Executive Chef
570-662-4326







STUDENT REGISTRATION AND FINANCIAL SERVICES

Mission

The Student Registration and Financial Services Department (Student Services) is dedicated to delivering centralized and knowledgeable service and assistance to students, staff, faculty, and alumni. The Student Services staff strives to uphold Mansfield University's tradition of excellence in customer service offering academic and financial support.

Directory

esd.mansfield.edu
224 South Hall
570-662-4411
studentservices@mansfield.edu
Federal school code: 003324

Academic Resources

- Registration information
- Policies
- Forms
- Transcript requests
- General education classes per catalog year

Financial Resources

- Eligibility - Complete the FAFSA at www.fafsa.gov
- Types of aid
- Loans and grants
- Scholarship information
- Summer financial aid
- Forms and publications
- Rights and responsibilities
- Glossary of terms
- Loan counseling
- Veterans educational benefits
- Work study programs
- Payments and credits
- Bookstore voucher/emergency cash advance request form and refund procedures
- Tuition and fees
- Billing information
- Understanding your WebAdvisor bill
- FAQ's

Watch the campus calendar for critical due dates!

UNDERSTANDING YOUR FINANCIAL AID

1. What is the difference between a scholarship, grant and loan?

Scholarships and grants are considered “gift aid” and do not need to be repaid. Loans do need to be repaid and should be considered as serious commitments.

2. What is a Federal Direct Loan (subsidized and unsubsidized)?

These are low-interest, long term loans available for students’ education expenses. The student is the borrower of the loan and is responsible for repayment. Loan repayment begins six months after graduation or after the student is no longer enrolled at least half-time. The interest rates on Federal Direct Subsidized Loans is 4.66% for loans disbursed on or after 7/14/14. The interest rates on Federal Direct Unsubsidized loans is fixed at 4.66%. The Federal Direct Loan may be subsidized or unsubsidized. A subsidized loan is awarded on the basis of financial need. Students who qualify for a subsidized loan will not be charged interest before they begin repayment or during authorized periods of deferment. Unsubsidized loans are not awarded based on need. The student is responsible for the interest on the loan from the time the loan is disbursed until it is paid in full. Check MU’s financial aid website after July 1 for updated rates

3. What are the Federal Direct Student Loan limits?

There are limits as to how much a student can borrow each academic year. Please refer to the following chart:

Year in School Base	Subsidized	Unsubsidized	Additional Unsubsidized
Freshmen 0-29 Credits	\$3,500	\$2,000	\$4,000
Sophomore 30-59 Credits	\$4,500	\$2,000	\$4,000
Junior 60-89 Credits	\$5,500	\$2,000	\$5,000
Senior 90+ Credits	\$5,500	\$2,000	\$5,000

*A dependent student is only eligible for the additional unsubsidized loan if one of his/her parents is denied a PLUS Loan.

4. How do I apply for a Direct Student Loan?

For first-time borrowers:

1. Complete your online Direct Loan Entrance Counseling session by visiting the Department of Education Loan Counseling site at **www.StudentLoans.gov** and selecting “Entrance and Exit Counseling” on the top of the page.
2. Please sign your Electronic Master Promissory Note (eMPN) by logging onto **www.StudentLoans.gov** and following the steps outlined. Renewal Direct Loan borrowers do not need to complete a new promissory note.

5. What is a Federal Pell Grant?

This federal grant is available to students who have demonstrated the highest calculated need. The maximum Pell Grant for 2014-2015 was \$5,730. The Expected Family Contribution (EFC) is calculated from the FAFSA and determines the Pell Grant.

6. What is a Pennsylvania State Grant?

Pennsylvania State Grants (PHEAA Grants) are estimated to range between \$200 and \$3,414 for the 2014-2015 academic year. This program allows eligible Pennsylvania residents to obtain financial assistance for undergraduate study. The FAFSA serves as the program’s application and must be received by May 1st. Secondary paperwork from the state is also required following the FAFSA to complete the application.

7. What are the eligibility requirements for a PHEAA Grant?

- You must be enrolled on at least a half time basis. (6 or more credits at Mansfield University)
- Meet the requirement for financial need according to the FAFSA
- Be a high school graduate or the recipient of a GED
- Demonstrate academic progress (for continued aid)
- Meet Pennsylvania domicile requirements

8. What is a PLUS Loan?

PLUS (Parent Loan for Undergraduate Students) loans are for the parents of a dependent student who is enrolled at least half time in a degree program. Parents may borrow up to the student’s cost of attendance, minus any other financial aid.

9. How do we apply for a PLUS loan?

A parent needs to apply online at **www.studentloans.gov**. If a parent is approved, he/she will need to complete the MPN. The MPN only needs to be completed once; however, the parent will need to apply for the loan each year.

10. What is a Private Educational Loan?

Also known as “Alternative Loans,” these are additional non-need based loan programs offered by a variety of private lenders. Repayment terms and eligibility requirements vary widely. They are subject to credit approval from the lender. You may access a number of these private loans at www.elmselect.com.*

** (A majority of student applicants will need to apply with a cosigner.)*

11. What is SEOG?

SEOG stands for Supplemental Educational Opportunity Grant and is a federal grant awarded to students that have received the Federal Pell Grant. This award will normally range between \$300 and \$600.

12. What is a Federal Perkins Loan?

This is a low interest (5%) loan for students demonstrating financial need. This award will normally range from \$500 to \$2000 annually. This loan is interest free while attending school and repayment begins 9 months after enrollment ceases. If you are a first-time borrower, the Perkins Loan Officer at Mansfield University will send you a letter with instructions on how to sign your promissory note.

13. What is Federal Work Study?

This award provides employment opportunities, funded through the federal government, in various campus offices. The award amount listed is the maximum you are permitted to earn; however it is not a guarantee that you will actually earn that amount and students are not guaranteed a job. Federal Work Study awards are offered to students with financial need. If no amount is listed, a student may still work under student employment funded through the University. Students are paid the state minimum wage and are paid bi-weekly based on the number of hours worked. On average, students work approximately 6 hours per week during the academic year. It is important to note that work study wages are paid directly to the student and are not credited toward University charges. Students should contact Student Registration and Financial Services for available work study positions.

OK, now I understand my financial aid award but how do I estimate my “out-of-pocket” expenses?

Use the following worksheet to estimate the amount that you will owe for the 2014-2015 academic year. The actual 2014-2015 charges will not be available until July but the chart below shows estimated costs.

The following estimates are from the 2014-2015 year

HOW TO ESTIMATE WHAT YOU WILL OWE:

A. ESTIMATED EXPENSES

	PA Resident	Good Neighbor	Non-PA Resident
Tuition/Fees (full-time)	\$9,526	\$14,180	\$19,976
Room (Suite B)/Meals (14 meals)	\$10,936	\$10,936	\$10,936
Estimated Total Expenses	\$20,462	\$25,116	\$30,912

* Room with meal charges will vary depending on housing and meal plan selections

B. FINANCIAL AID *(see your award letter)*

Federal Pell Grant	\$ _____
PA State Grant	\$ _____
Federal SEOG Grant	\$ _____
Federal Perkins Loan	\$ _____
Federal Direct Loan	\$ _____
Federal PLUS Loan	\$ _____
MU Academic Scholarship	\$ _____
Other Aid	\$ _____
Total Aid	\$ _____

Total Expenses (*Section A above*) \$ _____

Minus your Total Aid (*Section B above*) \$ _____

Estimate your out-of-pocket expenses \$ _____

Notes

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



PARENTS AND GUARDIANS

As a parent of a Mansfield University student, you are part of a wonderful family. Having a son or daughter go away to college for the first time can be a big transition for both student and parents. The faculty and staff here at Mansfield University work hard to make sure your son or daughter has a wonderful and productive experience, and we invite parents to become involved with campus life.

A Guide

As your students begin their college careers at Mansfield University, we are eager to join you in providing support and direction.

The purpose of this guide is to make available some information, resources, and perspectives that should make students' transitions easier and more successful for everyone concerned.

Your student is beginning college which is a transition for both parents and students. As a parent, you have seen your son or daughter every day; you know their teachers, their friends, where they are going and when they come home. You have seen their grades each marking period, you know their class schedule, and you feel comfortable going to their school. A new chapter begins when your child comes to college. For many, this means the student will be moving out of the house and out of daily contact. For those who are commuting from home, there is still a change.

All of us at Mansfield University pledge to support you and your student as you move through this exciting time of your lives. We hope the information in this workbook is helpful not only in your efforts to support your student but also in addressing some of your needs.

Our student orientation leaders (Mountie Ambassadors) are also available to you should you have any questions or concerns that you'd like to discuss with someone. If they don't know the answer, they'll refer you to someone who does.

How can you help?

You can support your student by helping them complete their assigned tasks on time. See the New Student Checklist for the tasks the student is responsible for completing.

Resources *(see the campus resource tab)*

Facebook—We encourage parents to stay connected to the campus through our Mansfield University Facebook pages and by visiting www.mansfield.edu.

Mansfield University Calendar—Check out the MU calendar at <http://cal.mansfield.edu> for upcoming academic dates, concerts, music performances, athletic events, programming, and all other campus activities.

Student Support and Services—The University offers a variety of resources to ensure that our students have the tools they need to be successful. Please see the Campus Resources section for information on the variety of resources that are available for students.

Health and Safety on Campus

The health and safety of our students is of paramount importance to all of us. Mansfield takes pride in the fact that this year we were voted the safest college in Pennsylvania.

Our all-new residence halls are equipped with a building wide fire alarm and sprinkler system, which includes a smoke detector and sprinkler in each sleeping room. The fire alarm systems report directly to campus police for immediate response. Fire drills are conducted in the residence halls once per month during regular occupancy. In addition to the blue light alert system throughout campus, Campus Police are available by phone and in-office 24-hours a day, 7-days a week.

If your student feels ill, they should call or go to the Health & Wellness Center in Spruce Hall. If it is during the weekend, they can go to the emergency room. If your student needs to miss class due to illness, they need to let their faculty member know, in advance if possible, that they're missing class due to illness. The faculty member will work with the student based on their attendance policy (usually found in the course syllabus) and the number of any previous absences. Many professors permit a certain number of absences before any penalty is applied to the student's grade or status in the class. Some students jeopardize their standing in the class by missing the allowable number of classes and then needing to miss a class due to illness. If you can, help your student to understand that the allowable absences should be saved until they're really needed.

If you have a family emergency and need to make contact with your student, you can contact the office of Campus Police at **570-662-4900**, and they will assist in locating your student and having them make contact with you.

Students may also encounter a variety of personal challenges and can experience differing levels of stress. The Counseling Center at MU offers a variety of short-term, emotional health services to support students. If your student contacts the counseling center, they will meet with a counselor to determine what resources best match your student's concern. These may include personal counseling with a professionally-trained counselor, group counseling, or referral to other offices on campus. If appropriate, students will be referred to outside clinics or therapists in the community to address a specific issue. Because our psychiatric services are very limited, we encourage students to see a doctor at home to get psychotropic medications and to have those medications monitored by their home doctor.

Many key offices work together to keep the campus as safe as possible and to support our students and all other members of our community in taking the reasonable steps necessary in order to achieve a safe campus.

Student Rights and Responsibilities

All students have certain rights and responsibilities, which are explicitly outlined in our code of conduct and our alcohol and drug policy.

The Family Educational Rights and Privacy Act (FERPA) - A federal law designed to protect the privacy of a student's educational records. It applies to schools receiving funds through the U.S. Department of Education. Once a student enters college or turns 18 years old, parental rights under FERPA transfer to the student. Information from their student record is typically not shared unless he gives written permission or it's a special case, such as a health or safety emergency.

During New Student Orientation, students will be given an opportunity to give written permission to allow parents access to educational records. The release of FERPA form will be signed at Orientation if the student wishes to do so. Any changes the student wishes to make following orientation can be made in person at the Student Registration and Financial Services, 224 South Hall.

Student Code of Conduct - Please be aware that your student must follow the Student Code of Conduct as set forth in the Mansfield University Student Code of Conduct. The Code of Conduct can be located on the Mansfield University website and through the following link: www.mansfield.edu/student-affairs/upload/Mansfield-University-Student-Code-of-Conduct-PDF-2.pdf

**The Office of Student Conduct and Police Services work together to ensure the safety and security of our students but are separate entities as a whole. Students who violate the code of conduct may also be subject to violations of Federal or State Laws.*

Jobs and Banking

Work Study - Many students at Mansfield University utilize our work study programs. We offer students the opportunity to gain valuable work experience, possibly in your field of study, through our Student Employment Program. Human Resources and Student Registration and Financial Services work together to offer this exciting and rewarding program to our students, while pursuing an education at Mansfield University. Students benefit from this program by working directly with faculty and staff in a variety of departments across campus.

For more information about Student Employment, please visit our website at mansfield.edu/hr/student-payroll.cfm and learn how to apply by visiting <http://esd.mansfield.edu/financial-services/work-study.cfm>

On-Campus Banking - Mansfield University offers a branch of PSECU (Pennsylvania State Employee's Credit Union) on campus for students. For more information call 570-662-8635 or visit beyourcharge.com. There are also several banks within walking distance of the college if the student is interested in other options.

Parent FAQ

Does MU's Campus Safety provide safety escorts?

In addition to our shuttle service, our campus police are always willing to accommodate students' needs. If at any time students feel uncomfortable walking on campus, the campus police would be happy to drive students to their destination.

I understand I can't see my student's grades - how can this be when I'm the one paying the bills?

Under the Family Educational Rights and Privacy Act, students are entitled to that privacy. Only students have access to their grades 24/7 through the WebAdvisor portal. However, you can encourage your student to sign their release of FERPA form at New Student Orientation to allow their parents and guardians limited and restricted access to account information.

Will offices be open on move-in day?

All of our offices will be open on Move-in day to answer any questions you might have and ensure that your transition is as smooth as possible.

Can first year students have cars on campus?

First year students are welcome to have a car on campus. Students who are interested in having a car should visit www.mansfield.edu/police/parking/registration-of-vehicles.cfm for information about registering vehicles.

When is Family Weekend?

This event takes place in the fall during the month of September in conjunction with our LUMA event, please keep on the lookout for more information. www.mansfield.edu/family-weekend

How can my students get information about transferring credits they earned at another institution?

Please contact Amy Smith at asmith@mansfield.edu or 570-662-4204. She can assist incoming students with transferring credits from another institution.



Student Success: Tips for Parents and Families

To assist your student in learning self-sufficiency, try to resist the temptation to do everything for him or her.

Instead, encourage your student to talk with an academic advisor, call the professor, find a tutor, talk with the RA regarding a roommate problem, or visit the offices which provide the services needed.

Remember that every student is unique.

Your first-born student may have gotten straight “A’s” at a college which was more or less competitive than Mansfield. Or a student who previously attended Mansfield may have had better time management skills or personal discipline to get good grades. Siblings may need different kinds of assistance academically, emotionally, and in other ways. Although parental comparisons are meant to motivate, for many students they are seen as denials of their individuality and symbols of their failures. The bravado and independence of students often cover up tremendous needs for encouragement and validation.

Many students are convinced that if they get in trouble, get bad grades, or change

their career goals that “my parents will be so disappointed.”

Students often agonize over decisions, problems, and crises on their own because they are afraid to tell their parents. In almost every case, the student needs parental guidance and support to best resolve the situation. After the fact, almost every student finds that mom or dad came through after the initial disappointment or anger. It is very important to tell your student that you are there for him or her, no matter what happens.

Realize that you have a tremendous impact on your student.

Mansfield students are responsible young adults who worry about and feel responsible for helping their families. Your student will feel the impact of family arguments, financial setbacks, serious illness in the family, and problems of younger siblings. When there is a family crisis, keep your student on academic track if at all possible.

Realize that not all students are ready to be in college at the age of 18.

Likewise, some who were ready at 18 may change their minds at 20. Rarely is a student successful academically and personally if he or she does not want to be in school. Students may need time to sort out goals, to grow up, to try other avenues, or to regain motivation. To be in college because “all my friends are” or “my parents wanted me to come” is not a good beginning for success. If your student needs to take a semester to a year off, encourage him or her to contact Enrollment Services for advice on procedures, feasibility of the idea, and alternative options for the time away.

Realize that there are times when the college will have to take action concerning a student’s behavior.

Standards of conduct, academic standards, and regulations are set up for community welfare, as well as for each individual student situation. Mansfield must balance the student’s situation against community standards when making exceptions in order to be fair to both the college community and the individual student. Exceptions may be made only for extremely extenuating circumstances. If a student’s behavior has caused sanctions, parents should consider the student’s responsibility for the situation.

You are very important in your student’s growth process and success in college.

If possible, attend student athletic events, concerts, or other events in which your child participates. Help your student make major decisions by reviewing the pros and cons of options rather than making the decision yourself. Work with your student to balance independence and dependence. Keep the lines of communication open so the college experience is enjoyable for both of you.



fast facts

MU by the numbers

PENNSYLVANIA RESIDENTS

82% Total enrollment

87% Freshmen students

- Students enrolled from 60 of Pennsylvania's 67 counties.
- Students enrolled from 29 states other than PA and 12 foreign countries.
- Freshmen enrollment from five states other than PA and two foreign countries.

SAT/CLASS RANK

- 1009 average SAT score (critical reading & math scores) of baccalaureate seeking freshmen.
- 9% of freshmen class graduated in top tenth of their high school class; 30% in top quarter of class.

HOUSING

83% of freshmen live in the residence halls.

CAMPUS

Mansfield campus consists of 174 acres.

FINANCIAL AID

- More than 90% of freshmen receive financial assistance in some form.
- New York and New Jersey students receive a 34% tuition discount as part of the "Good Neighbor" program.

MOUNTAINEER VARSITY SPORTS

NCAA Division II

Collegiate Sprint Football League



Women

Basketball
Cross Country
Field Hockey
Soccer
Softball
Swimming
Track and Field

Men

Baseball
Basketball
Cross Country
Sprint Football
Track and Field

LEGACY

Founded in 1857

- 1857 Mansfield Classical Seminary
- 1862 Mansfield State Normal School
- 1927 Mansfield State Teacher's College
- 1960 Mansfield State College
- 1983 Mansfield University of Pennsylvania

FUN FACTS/MANSFIELD TRIVIA

- Former MU student Irene Bedard was the physical model and voice of Pochahontas.
- The world's first night football game was played in Smythe Park, September 28, 1892 by Mansfield State Normal School and Wyoming Seminary.
- Night football resumed on September 14, 2013.
- Mansfield was the first school in the U.S. to offer a music supervisors certificate.

ACCREDITATIONS

Mansfield is accredited by:

- The Middle States Association Commission on Higher Education
- The National Council for Accreditation of Teacher Education
- The National Association of Schools of Music
- The Council on Social Work Education Commission on Accreditation for Respiratory Care
- The National League for Nursing Accrediting Commission
- Joint Review Commission on Education in Radiologic Technology
- The National Accreditation Agency for Clinical Laboratory Sciences
- Commission on Accreditation for Dietetics Education

ALUMNI STATISTICS

Total number of graduates: 39,022

Current number of living alumni: 29,821

MU alumni live in all 50 states and in 52 countries around the world.

All information based on Fall 2014 data.





THE MU ALUMNI ASSOCIATION

What does “alumni” mean?

Alumni is the plural form of alumnus - a graduate of a school, college, or university. When you graduate from Mansfield University, you will become a member of the MU Alumni Association!

The origin of the Alumni Association can be traced back to 1871. Today, the Alumni Association has more than 29,000 members worldwide and is led by a volunteer advisory board of 18 members. MU alumni live in all 50 states and 52 international countries.

The Mission of the Alumni Association is to support and advance Mansfield University’s mission and initiatives by providing and promoting programs and services to alumni, students and friends to establish, grow, and maintain their interest, involvement, enjoyment, loyalty and support.

Mansfield alumni show their loyalty and support to the university in many ways, most notably by volunteering their time and services and through financial contributions that fund scholarships to help current and future students realize their dream of a college education. Many of our alumni have provided internship opportunities or have become mentors to our current students, and have provided invaluable networking opportunities to our recent graduates. In addition, the MU Alumni Association extends a warm welcome to incoming students by providing a protective holder for your One Card.

Your involvement with Mansfield doesn’t end when you complete your studies, but is continued throughout the rest of your life. The office of Alumni Relations is actively involved in overseeing alumni-related programs and events and helping alumni maintain connections with the university and each other. Alumni are encouraged to enjoy their status as an alumnus of Mansfield, and are invited to take advantage of the many privileges available. Benefits include special group discounts on insurance and travel programs, Mansfield University license plate (available to Pennsylvania residents), MU email for life, career services and access to the MU Alumni & Friends online community where you will be able to stay up-to-date on campus and alumni news and stay in touch with your classmates and friends!

The MU Alumni Association also sponsors The Student Alumni Ambassadors (SAA), a leadership organization that is service-focused and actively involved in providing a vital link between the graduates of Mansfield University, the current students, campus life and the community. SAAs are goodwill ambassadors to the University and serve as hosts for special campus and regional events such as Homecoming, Commencement and Alumni Weekend. They are involved with programs that affect the entire University community, including faculty, staff, students, alumni and friends.

Open nominations for SAA take place during the first half of the fall semester. Any enrolled freshman, sophomore or junior with a cumulative GPA of at least 2.8 is eligible to be nominated.



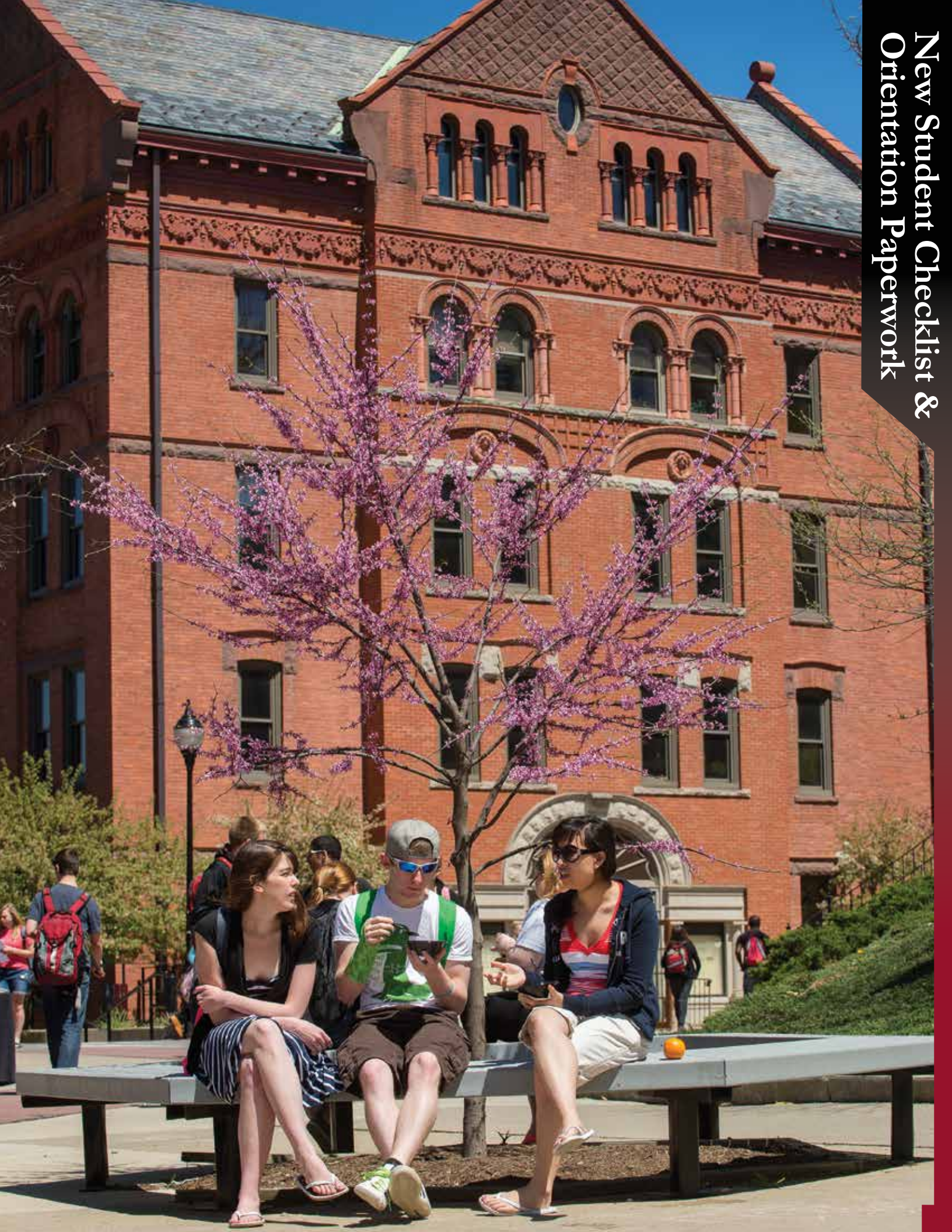
The Alumni Relations office is located on the ground floor of Alumni Hall.
570-662-4390
alumni2@mansfield.edu
alumni.mansfield.edu

“Preserving Our Past – Promoting Our Future”



This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

New Student Checklist & Orientation Paperwork





New Student Welcome Agenda

The Journey Begins @ Base Camp



Activities are mandatory for all first-year students
ID cards will be scanned for attendance

Thursday, August 20, 2015

8:00 AM - 4:00 PM *Move-in - We have MU Move-in Crew to assist you with your move. Please follow the move in schedule provided by the Housing, Dining and Residence Life Office*

11:30 AM - 1:30 PM *Lunch - Manser Dining Hall (Families and Guests are welcome)*

12:00 PM - 6:30 PM *Optional activities during this time will be available*

4:30 PM - 6:30 PM *Dinner - Manser Dining Hall (Families and Guests are welcome)*

6:45 PM - 7:15 PM *Welcome Ceremonies & Group Assignments, Kelchner Fitness Center (Students Only)*

First 50 students through the door will receive a prize!

7:15 PM - 9:30 PM *Residence Hall Welcome & Block Party - Location TBD*

Friday, August 21, 2015

8:00 AM - 10:00 AM *Breakfast - Manser Dining Hall*

10:30 AM *Academic Department Meetings - Various locations TBD*

12:00 PM *Convocation - Kelchner Fitness Center with special guests *The Spirit & Pride of Pennsylvania**

** Class photo immediately following Convocation in the grassy area behind Kelchner (Wear your T-shirt from Orientation: #LoveMU)*

1:00 PM *Outdoor Picnic - location TBD*

2:00 PM - 4:00 PM *Adventure Time and SKY FALL (Sky fall available until 6PM) - Clinton Street outside Manser Dining Hall*

4:30 PM - 6:00 PM *Dinner - Manser Dining Hall*

6:00 PM - 7:00 PM *Life Choices Panel - Kelchner Fitness Center*

7:00 PM - 8:00 PM *Residence Hall Meetings - in your residence hall*

8:00 PM - 9:00 PM *Event TBD — Kelchner Fitness Center*

9:00 PM - 2:00 AM *Hut and Residence Life Programming TBD; OR*

9:00 PM - 11:00 PM *Outdoor Movie (title TBD) - President's Lawn, outside Manser Dining Hall*

Saturday, August 22, 2015

8:00 AM - 11:00 AM *Time to relax or unpack*

11:00 AM - 1:00 PM *Brunch - Manser Dining Hall*

1:00 PM *MUlympics - Meet @ Kelchner Fitness Center & go to Spaulding Field*

2:45 PM - 4:00 PM *Photo Scavenger Hunt - Starting at Spaulding Field*

4:30 PM - 6:00 PM *Dinner - Manser Dining Hall*

7:00 PM - 11:00 PM *Casino Game Night - Kelchner Fitness Center; OR*

9:00 PM - 11:00 PM *Hut and Residence Life Programming TBD - The Hut*

Prizes for Game Night Winners!

Sunday, August 23, 2015

9:00 AM - 12:00 PM *Adopt Main Street - Give back to your community - Meet outside Manser Dining Hall (this is an optional event)*

12:00 PM - 1:00 PM *Brunch - Manser Dining Hall*

1:00 PM - 1:50 PM *Title IX - Kelchner Fitness Center*

2:00 PM *Talk with a Professor @ Professor Expectations - Belknap Hall (all students meet at the Belknap entrance)*

3:00 PM - 4:00 PM *Visit the Library, print your First Year Seminar assignment, and hear our Ghost Story - North Hall*

4:30 PM - 5:30 PM *Dinner - Manser Dining Hall*

5:30 PM - 6:30 PM *Club and Organization Fair - Find the Club/Organization in which you want to be involved - Clinton Street*

6:30 PM - 7:30 PM *Closing Ceremonies - Kelchner Fitness Center*

First 25 students through the door will receive a prize!

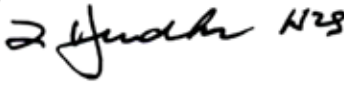
New Student Welcome Prizes Sponsored by:



Monday, August 25, 2014 - First day of classes - please refer to your class schedule for times and locations

The 1st 25 students to stop by the red information tent outside Manser Dining Hall, show their red and black, and yell "GO MOUNTIES" will win an MU prize!

[illegible]

NAME: Access to Student Records Policy
ISSUING DEPT: Student Registration and Financial Services
ISSUED DATE: March 2007
REVISION DATE: January 2015
APPROVING AUTHORITY: President 
RELATED POLICY: None

I. DEFINITION

FERPA (Family Education Rights and Privacy Act) was enacted in 1974. It is a set of regulations that applies to institutions that receive funding from the Department of Education.

II. PURPOSE

FERPA was written specifically to protect the interests of students and guarantees them the right to inspect and review their education records, the right to seek to amend education records, and the right to have some control over the disclosure of information from those education records.

III. REQUIREMENTS

- a. Mansfield University regards all of its students, regardless of age, as emancipated. This means that the regulations apply to all of our students regardless of their age.
- b. An education record is defined as any record that directly identifies a student and is maintained by the institution or educational agency or by a party acting for the institution or educational agency. A key characteristic of education records is that they are shared by university employees who have a legitimate need to advise students, enter information into the record, or work with the data contained in the records. Education records can exist in any medium including the following: handwritten, typed, computer generated, videotape, audiotape, film, microfilm, microfiche, e-mail, and so on.
- c. The following information is considered public information and may be made available without prior consent. It is considered part of the public record of a student's attendance: name, home town and state, phone number, major, participation in activities/sports, weight/height of members of athletic teams, dates of attendance, degrees/awards received and most recent educational institution attended. Any student wishing to prevent the public disclosure of this information may request so by contacting the Student Registration and Financial Services Office, 224 South Hall, prior to the close of the first week of classes of any given academic semester.
- d. The Family Education Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:
 - i. The right to inspect and review the student's education records within 45 days of the day the University receives a request for access. Students should submit to the Registrar, Dean, Department Chairperson, or other appropriate official, written requests that identify the record(s) they wish to inspect. The official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

- ii. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading. Students may ask the University Registrar's Office to amend a record that they believe is inaccurate or misleading. They should write the official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision.
- iii. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to University officials with legitimate educational interests. A University official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the university has contracted (such as an attorney, auditor, or collection agent); a person serving on the Council of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
- iv. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Mansfield University of PA to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:
Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202-4605
<http://www.ed.gov/policy/gen/guid/fpco/index.html>

IV. ACCESS TO RECORDS

- a. A University official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- b. Upon request, the University may disclose education records without consent to officials of another school in which a student seeks or intends to enroll.

V. DISTRIBUTION

Copies of the University's policy governing the Family Education Rights and Privacy Act and Student Release of Information Forms are available at the Student Registration and Financial Services Office, 224 South Hall. Questions concerning FERPA should be referred to the Registrar.

STUDENT RELEASE OF INFORMATION (FERPA)

LAST NAME FIRST NAME M.I. Student ID

Please check applicable area(s).

- ☐ Registrar Issues:
Including grades, quality point average (qpa), academic standing, attendance, academic integrity, and academic progress. Please note: All grade requests must be made in **writing** by the authorized parties listed below.
- ☐ Financial Aid Issues:
Including financial awards, account balances, financial eligibility, and financial progress.
- ☐ Residence Life Issues:
Including student conduct, allegations under investigation, and disciplinary action results.
- ☐ Student Accounts Issues:
Including account charges, account balances, and financial awards.

List authorized parties who may request the above-authorized information on your behalf.

LAST NAME FIRST NAME M.I. Relationship

LAST NAME FIRST NAME M.I. Relationship

LAST NAME FIRST NAME M.I. Relationship

LAST NAME FIRST NAME M.I. Relationship

Please note this authorization expires upon separation from Mansfield University unless previously revoked in writing to the Student Services Office.

This form must be signed in the presence of a Student Services Office Employee or Notary Public.

STUDENT SIGNATURE DATE

AUTHORIZED PERSONNEL DATE

Your signature below **REVOKES** the Student Release of Information authorization.

STUDENT SIGNATURE DATE

AUTHORIZED PERSONNEL DATE

Dear Student,

Federal regulations require recipients of Title IV aid, (bank loans, Pell, Perkins and SEOG) to sign the release form below to permit the University to apply any Title IV proceeds to all charges in addition to tuition and fees. Examples of such charges would be deferred payment fees, delinquent library fines and telephone bills, off campus meal plans, etc. Prior financial aid year balances in excess of \$200 may be covered with aid once current charges are satisfied.

It is our current practice to apply aid to all charges approximately six weeks from the first day of the semester. Aid awarded after the first day is paid monthly. Loan checks are credited upon endorsement or when funds are electronically received. Refund checks are generated for all funds in excess of charges upon disbursement of Title IV funds. Interest on the refunded amount will be earned by the University until the check is cashed or deposited.

Invoices and statement currently consider all charges when applying financial aid to determine the total amount due. You are not required to sign this authorization. However, if you do not provide this release, it may result in a different calculated amount due. It is the University's policy to block future registrations and /or withhold transcripts for all students until balances are paid.

PLEASE RETURN THIS FORM REGARDLESS IF YOU ARE NOT CURRENTLY RECEIVING TITLE IV AID

TITLE IV AUTHORIZATION RELEASE FORM

RETURN WITHIN TEN DAYS OF RECEIPT TO:

MANSFIELD UNIVERSITY
STUDENT REGISTRATION & FINANCIAL SERVICES
71 S. Academy Street
224 South Hall
MANSFIELD, PA 16933

- 1) Title IV funds (bank loans, Pell, Perkins, SEOG) may be applied to all charges in addition to tuition, fees, dorm and dining.
- 2) Title IV funds in excess of the current semester charges may be applied to prior balances.
- 3) This authorization is indefinite unless rescinded.
- 4) I may rescind the authorization by submitting a request in writing to Student Registration & Financial Services, 224 South Hall. Authorizations that are rescinded are not retroactive.

Print Name

Student ID Number

Signature

Date

02/03/14

- ☐ Student ☐ Faculty ☐ Staff ☐ Other
☐ First Card ☐ Lost or Stolen ☐ Replacement Card
☐ Mountie Money

Terms and Conditions

All persons requesting a Mansfield University (MU) One-Card must complete this Agreement. The One-Card is the official campus identification card for all MU students, faculty and staff members and is required for all active members of the MU community. The One-Card is composed of a combination of magnetic stripe and barcode used to provide access to card-related services and privileges on campus. The One-Card also provides access to two stored value funds: FLEX Dollars (redeemable only at campus dining facilities) and Mountie Money (a multi-purpose debit fund used wherever Mountie Money is accepted).

Cardholder agrees to all of the Terms and Conditions set forth below and those printed on the reverse side of this form. MU reserves the right to alter any term or condition contained herein, upon notice via e-mail to Cardholder's official Mansfield University e-mail address. All One-Cards are the property of MU and must be surrendered upon official request.

Regulations

Rights and privileges associated with the One-Card are contingent on active status as a student, faculty or staff member. The One-Card must be carried at all times and presented to a MU official upon request.

Rights and privileges associated with the One-Card are non-transferable. The One-Card shall not be loaned or otherwise transferred to anyone other than the person pictured on the card. Unauthorized use of the One-Card is subject to campus disciplinary action and/or criminal prosecution.

If a One-Card is replaced due to theft or loss, it is deactivated and cannot be reactivated should the last One-Card be found at a later date.

Access to University facilities or cardholder account(s) may be denied if the One-Card is suspended by the University, cardholder directs deactivation, because of system failure or physical card damage.

Photo images captured for the identification card become part of cardholders' educational or employment record and may be used for official university business. Cardholders will not be allowed to wear any article of clothing or eyewear that, in the judgment of the carding staff, will obscure their physical features when their photograph is taken for the One-Card.

Lost or stolen cards may be suspended by the card holder online at any time at <http://mansfield.edu/onecard>

Cardholder is responsible for reporting and replacing lost, stolen, or damaged cards.

Cardholder cost for the first card is \$5. Subsequent cards issued to the same cardholder will be considered replacement cards and are subject to a \$15 replacement fee.

Do not punch holes, affix stickers, or in any other way make modifications to your MU ID Card.

MU is not liable for financial loss or criminal repercussions associated with lost, stolen, damaged or fraudulently used MU Cards.

I have read, understand and agree to abide by the MU One-Cardholder Agreement including the applicable Terms and conditions on the reverse side of this form.

Signature _____ Date _____

ID Number _____ Date of Birth _____
Month Day Year

First Name _____ MI _____ Last Name _____

Phone Number (____) _____

Issue Date: 11/12/12

Terms and Conditions Applicable to All Cardholders

Card Issuance: The One-Card will be issued upon enrollment as a student at Mansfield University or employment. It is your official identification card and is valid as long as you are enrolled student or employed at the university. The One-Card is also issued to individuals affiliated with Mansfield University, at the discretion of the University. **Students** must be currently enrolled at MU in order to receive a One-Card. A photo ID must be shown before a One-Card will be issued.

New employees and affiliates must provide a valid photo ID (e.g. license, state ID, passport) before receiving their official MU One-Card.

Each student, employee and affiliate is entitled to carry only one active card. Employees who are taking classes do not receive a student One-Card.

The name printed on the MU One-Card is the individual's official name as recorded in the Mansfield University database. Names on cards will not carry titles.

Charges: The first MU One-Card will cost \$5. Subsequent cards issued to the same cardholder will be considered replacement cards whether they are lost, damaged, or stolen and will incur a \$15 replacement fee.

An official name change, as recorded in the University database, shall warrant the issuance of a replacement card at a cost of \$5. If it is determined that a name is incorrect due to the University's error, no charge will be assessed to the cardholder for a replacement.

Terms and Conditions Applicable to FLEX Dollars

Flex Dollars: Flex dining funds included with your meal plan and those subsequently added to your One-Card account can only be used for food purchases at one of our dining contractor locations. University flex policy states "Unused flex dollars are carried over from fall to spring semester. Unused flex dollars at the close of the spring semester are forfeited." If you have both Flex Dollars and Mountie Money on your One-Card, Flex Dollars will be used first, then Mountie Money.

Terms and Conditions Applicable to Mountie Money

Mountie Money: The MU One-Card Administrator administers the Mountie Money flexible spending account for Mansfield University.

Mountie Money accounts are activated upon initial deposit to the account. There are no fees to use or establish the account. No interest shall be paid on any balance in the account.

Deposits may be made online at <http://mansfield.edu/onecard> with a VISA, Discover or MasterCard or at the "PHIL" machine located at the entrance to Alumni Hall near the Bookstore. Daily spending limits may be imposed at unattended Point of Sale (POS) to minimize cardholder loss if a card is lost or stolen. There is no spending limit imposed for attended POS.

Damaged or Replaced Cards: Immediate transfer of the remaining value from a damaged card to the new card will be made upon issuance of the replacement One-Card. The damaged card must be relinquished to the card office.

Liability disclosure (Lost or Stolen Cards): If a MU One-Card is lost or stolen, the Cardholder is responsible for unauthorized debit card purchases. It is the Cardholder's responsibility to report his/her lost or stolen card immediately to the College Community Services, Inc. (CCSI) office in 203 Alumni Hall Student Center (AHSC) or on the MU One-Card website. Once the card is reported lost or stolen, the debit account will be deactivated. If your account shows purchases and/or transfers that you did not authorize contact the MU One-Card Office (136 Alumni Hall) immediately.

Cash withdrawals and cash refunds: Cash withdrawals are not permitted and cash refunds will not be made for returned merchandise. Merchandise must be returned to the location where the goods or services were purchased and are subject to the return policy of the merchant. The one-card will be credited for the amount of the return. There will be no account balance refunds on an active Mountie Money account. All university debts must be satisfied prior to a refund being processed.

Statements and Account Transactions: MU One-Card account balances and receipts are available at attended point-of-sale (POS). Unattended POS will display account balance but will not issue receipts. A historical record of account activity is available online anytime at: <http://mansfield.edu/onecard>. The cardholder agrees to verify the history of deposits and transactions on a monthly basis.

Accounts: Mountie Money accounts will remain active and account balances will be carried forward on a semester basis as long as the cardholder is enrolled (or employed) by the university.

Account closures: Student accounts will have appropriate access privileges terminated upon graduation or withdrawal from Mansfield University. Employee accounts will have appropriate access privileges terminated upon termination of employment with Mansfield University. Cardholders with funds remaining on their account which will not be utilized must submit a written refund request to the MU One-Card Office. Account closure requests will be processed within four weeks. Refunds will be mailed to the permanent address of the cardholder as shown in the University records. Our debit card accounts do not pay interest on balances. There are no transfer charges, fixed charges, or average or minimum balance charges. There is no fee to close an account with a zero balance.

Account information disclosure: Mansfield University will not disclose your account information to third parties except as required by state or federal laws or regulations.

Insufficient Funds: Your Mountie Money transactions will be verified prior to the completion of a transaction. In the rare event a transaction cannot be verified due to a systems problem and a purchase occurs with insufficient funds in the Mountie Money account, the account will reflect a negative balance. The owed funds will automatically be deducted from the next deposit. Should the account be closed with a negative account balance, the balance will be billed directly to the participant. Should a deposit to the account be returned for insufficient funds, Mansfield University may deduct the deposit and assess a \$25 returned check fee from the Mountie Money account.

Errors or Disputes: It is important that the Cardholder review the account history available online at <http://mansfield.edu/onecard> on at least a monthly basis. If there is any questionable transaction, refer to steps 1-4 below. Errors on receipts should be addressed with the authorized MU One-Card vendor from whom you made the purchase. If the Cardholder is unable to resolve the dispute with the merchant, refer to steps 1-4 below.

1. Discrepancies must be reported to the MU One-Card Office no later than sixty (60) days after the discrepancy appears. If a Cardholder makes an oral request, it must be followed by a written notification within ten (10) business days. If the MU One-Card Office is not notified within sixty (60) days of the discrepancy, the participant may be liable for any error or erroneous charges.

2. The following items must be provided when discrepancies are reported: (1) Cardholder name and ID number, (2) description of the transaction in question and a clear explanation of the discrepancy, and (3) dollar amount of the transaction. In the event that a merchant places a hold or deducts an amount different from the amount of purchase(s), the One-Card Office will work with the cardholder and the merchant to address the discrepancy.

3. The One-Card Office will investigate the discrepancy. The result of the investigation will be ordinarily made available within ten (10) business days of notification; however, if needed the University may take up to forty-five (45) days to conduct the investigation in which event the account will be provisionally credited.

4. The One-Card Office will correct any error within 24 hours of determination and cardholder will be notified. If no error is found, a written explanation will be provided within three (3) business days after the close of the investigation. In the event there was no error and the account was provisionally credited, the University may charge the cardholder for the amount of any provisional credit previously provided.

E-Disclosure Statement: Your primary source of electronic communications will be available at <http://mansfield.edu/onecard> and will include a copy of this Agreement and Account Statement. Your official Mansfield University e-mail address will be used for any e-mail communications. Revisions to the terms and conditions will be placed on the One-Card website and Cardholders with active accounts will be notified by e-mail. You consent to allow MU to provide communications and information to you in electronic rather than in paper form. If you choose not to consent to receive communications and information electronically you cannot obtain Mountie Money services at this time. You may change your mind about receiving communications and information electronically, and withdraw your consent, at any time by contacting the One-Card Administrator at Room 136 Alumni Hall, Mansfield University. Your obligations under this Agreement will not be affected by withdrawal of your consent. A paper copy of your account transactions can be requested from the One-Card Administrator on an exception basis.

You will need a computer with a working connection to the internet. You will need a web-browser, with e-mail capability. You are responsible for configuring your system to accommodate these requirements. Finally, you will need a printer if you want to print copies of electronic records.

Clubs and Organizations that interest you

2015-2016

Mansfield Clubs and Organizations Survey:

Please place a checkmark next to each organization/club that you think you would like to join. For more information, contact information and meeting time for clubs/organizations use the QR code or visit <http://www.mansfield.edu/sga/student-organizations.cfm>.



Student Name: _____

Phone Number Optional): _____

Mounties Email: _____

Major: _____

- | | |
|---|--|
| ☐ A Science & Art Publication | ☐ Geography/Outing Club |
| ☐ Alpha Kappa Lambda | ☐ Geology Club |
| ☐ Alpha Sigma Alpha | ☐ Health Science Student Government Association |
| ☐ Alpha Sigma Tau | ☐ History Club |
| ☐ American Choral Directors Association | ☐ Honors Association |
| ☐ American String Teachers Association | ☐ Horn Club |
| ☐ Animansfield | ☐ Hula-Hoop Club |
| ☐ Art & Design Guild | ☐ Human Resources Society of MU |
| ☐ Art Acquisition & Exhibition Committee | ☐ Inter-Fraternity Council |
| ☐ Bass Fishing Team | ☐ International Tuba-Euphonium Association |
| ☐ Biology Club | ☐ Kayak Club |
| ☐ Black Student Union | ☐ Lambda Alpha Epsilon |
| ☐ Campus-Wide Health Challenge | ☐ Leo Club |
| ☐ Carontawan (Mountie Yearbook) | ☐ Mansfield Activities Council |
| ☐ Catholic Student Association | ☐ Mansfield Archery Club |
| ☐ CEO (Collegiate Entrepreneurs' Organization) | ☐ Mansfield Community Service Club |
| ☐ Cheerleaders | ☐ Mansfield Fisheries & Aquaculture Club |
| ☐ Chemistry Club | ☐ Mansfield International Student Organization |
| ☐ Colleges Against Cancer | ☐ Mansfield Jazz Organization |
| ☐ Committee on Finance | ☐ Mansfield Military & Veteran's Organization |
| ☐ Computer Science Club | ☐ Mansfield University Men's Soccer Club |
| ☐ Council for Exceptional Children | ☐ Math Club |
| ☐ CRU | ☐ Men for Progress |
| ☐ Delta Sigma Theta | ☐ Men of Distinguished Excellency |
| ☐ Delta Zeta | ☐ Mountie Ambassadors |
| ☐ Domination Modeling Club | ☐ Music Business & Technology Club |
| ☐ Double Reed Society | ☐ Musical Theater Organization |
| ☐ Enactus | ☐ MU Boxing Club |
| ☐ Eta Beta Tau | ☐ MU Climbing Club |
| ☐ Flashlight | ☐ MU Dance Team |
| ☐ Frisbee Club | ☐ MU e-Sports Club |
| ☐ Gardening Club | ☐ MU Fire Ferrets Quidditch |

- ☐ MU Nurses Association
- ☐ MU Volleyball Club
- ☐ MUTV Productions
- ☐ National Alliance of Saxophonists
- ☐ National Art Educator's Association
- ☐ Navigators
- ☐ Nerf Club
- ☐ Organizational Communication Club
- ☐ Pa Collegiate Music Educators Association
- ☐ Phi Beta Lambda
- ☐ Phi Beta Sigma
- ☐ Phi Sigma Kappa
- ☐ Philosophy Club
- ☐ Photography Club
- ☐ Political Science Club
- ☐ Pre Med Club of Mansfield University
- ☐ Psi Chi
- ☐ Psychology Club
- ☐ Psychology Research Group
- ☐ Public Relations Student Society of America
- ☐ Residence Hall Association
- ☐ Student Athlete Advisory Committee
- ☐ Students Advocating for Everyone
- ☐ Sigma Alpha Epsilon
- ☐ Sigma Alpha Iota
- ☐ Sigma Tau Gamma
- ☐ Sigma Zeta
- ☐ Sisters of Sophia
- ☐ Snow Sports Club
- ☐ Social Work Club
- ☐ Sociology/Anthropology Club
- ☐ Spanish Club
- ☐ Spectrum
- ☐ String Project @ Mansfield University
- ☐ Student Alumni Ambassadors
- ☐ Student Composers Society
- ☐ Student Dietetic Association
- ☐ Student Government Association (SGA)
- ☐ Student PSEA
- ☐ The Kappa Phi Club
- ☐ Transfer Student Organization

ANY QUESTIONS?

Please contact
Student Government Association at:
sga@mansfield.edu
Or Call
570-662-4984

The MU SGA Office is located:
203 Alumni Hall Student Center

Mansfield SGA Website:
<http://www2.mansfield.edu/sga/>





Mansfield University

Housing, Dining & Residence Life

The College and University Vaccination Act—Senate Bill 955

College students are at increased risk for meningococcal disease, a potentially fatal bacterial infection commonly referred to as meningitis. In fact, students living in residence halls are found to have a six-fold increased risk for the disease. The American College Health Association, the American Academy of Pediatrics, and the Centers for Disease Control and Prevention (CDC) Advisory Committee on Immunization Practices recommend that college students, particularly students living in residence halls, learn more about meningitis and vaccination. At least 70% of all cases of meningococcal disease in college students are vaccine preventable.

Many states have recently passed legislation mandating the meningitis vaccine for students living in residence halls. Pennsylvania has legislation stating that all residence hall students must either have the vaccination or sign a declination statement after having received information concerning the benefits of the meningitis vaccine. What is meningococcal meningitis? Meningitis is rare. But, when it strikes, this potentially fatal bacterial disease can lead to the swelling of fluid surrounding the brain and spinal column as well as severe and permanent disabilities, such as hearing loss, brain damage, seizures, limb amputation and even death.

How is it spread? Meningococcal meningitis is spread through the air via respiratory secretions or close contact with an infected person. This can include coughing, sneezing, kissing or sharing items like utensils, cigarettes and drinking glasses.

What are the symptoms? Symptoms of meningococcal meningitis often resemble the flu and can include high fever, severe headache, stiff neck, rash, nausea, vomiting, lethargy, and confusion

Who is at risk? Certain college students, particularly students who live in residence halls, have been found to have an increased risk for meningococcal meningitis. Other students should also consider vaccination to reduce their risk for the disease.

Can meningitis be prevented? Yes. A safe and effective vaccine is available to protect against four of the five most common strains of the disease. The vaccine provides protection for approximately three to five years. Adverse reactions to the meningitis vaccine are mild and infrequent, consisting primarily of redness and pain at the injection site and rarely a fever. As with the vaccine, vaccination against meningitis may not protect 100 percent of all susceptible individuals. It does not protect against viral meningitis.

For more information: To learn more about meningitis and the vaccine, visit the Mansfield University Clinic or call (570) 662-4350. You can also visit the websites of the Centers for Disease Control and Prevention (CDC), www.cdc.gov/ncidod/dbmd/diseaseinfo and the American College Health Association, www.acha.org.

Notes

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



Mansfield University

Housing, Dining & Residence Life

Meningitis Statement

Name: _____ Student ID: _____

Home Address:

Cell Phone #: _____

I have read and voluntarily signed this document with full knowledge of its significance. I further state that I am at least 18 years of age and competent to sign this waiver.

Signature: _____ Date: _____

Name of parent/guardian if student is under 18 years of age (Please print and sign):

Name: _____

Signature: _____ Date: _____

****PLEASE READ CAREFULLY****

I understand that under Pennsylvania law, students enrolled in a Pennsylvania institution of higher education and who reside in University-operated housing are **required** to be vaccinated against meningococcal disease or seek exemption from this law.

I have read the informational material provided by Mansfield University. I acknowledge the detrimental health effects of the disease. Lastly, I have read and understand the effects of the vaccine.

Please check one box only:

☐

Yes, I received the meningococcal (bacterial meningitis) vaccine.

Date if known: _____ (proof of vaccine)

☐

No, I have not received the vaccine but intend to, or I do not wish to be vaccinated against meningococcal disease at this time and I voluntarily agree to release, discharge, indemnify, and hold harmless Mansfield University, its officers, trustees, employees, and agents from any and all costs, liabilities, expenses, claims, demands, or causes of action on account of any loss or personal injury that might result from my not being vaccinated against meningococcal disease. I have not received the meningitis vaccine as of date, and I waive the meningitis vaccine.

Special Interests From

Please complete and return this form @ Orientation
(we will collect it during the Mountie Finish)

Please Print: Name (last) (first) (middle)

Major or, if undecided (Academic Exploration), area you are most interested in

____ YES ____ NO Are you interested in taking a modern language course?

If YES, please circle the language:

Chinese French German Italian Spanish

If you have taken a language, tell us which one: _____

____ YES ____ NO Are you interested in learning more about study abroad options at Mansfield University?

If YES, check any of the following that apply:

____ short-term study abroad (as part of a course, for example)

____ semester study abroad

____ full academic year study abroad

____ YES ____ NO Are you interested in learning more about the Great Conversations Honors Program?

____ YES ____ NO Are you interested in becoming involved in workshops or programs that focus on developing leadership skills?

____ YES ____ NO Are you interested in becoming involved in workshops or programs that focus on issues of equality and social justice?

If YES, check any of the following that apply:

____ diversity and inclusion

____ LGBTQ issues

____ women and gender issues

____ other (fill in the blank: _____)

University Music Ensembles

You are invited to become a part of the Mansfield University Music Ensemble. Please give us the following information about yourself. Make sure to fill it out completely.

We want you to be involved!

Name (first and last): _____

Degree/Major: _____

Address (street, city, state, zip): _____

Phone: _____ Campus Phone: _____

MU Email: _____

☐ **Yes, I have sung in a choral group. I usually sing**

☐ Soprano ☐ Alto ☐ Tenor ☐ Bass

I have particular interest in:

☐ Festival Chorus (MEN 3301)

☐ Concert Choir (MEN 3300)

☐ Mansfieldians (MEN 3303)

☐ Opera Workshop (MEN 3302)

☐ Musical Theatre (MEN 3306)

☐ **Yes, I have played in an instrumental ensemble.**

My instrument is _____.

I have particular interest in:

☐ Orchestra (MEN 3350)

☐ Marching Band (MEN 3331)

☐ Wind Ensemble (MEN 3330)

☐ Color Guard (MEN 3331)

☐ Jazz Band (MEN 3335)

☐ Symphonic Band (MEN 3332)

PLEASE RETURN FORMS TO:

Music Department Chairperson

108 Butler Center

Mansfield University

Mansfield, PA 16933

Regardless of your major there are many opportunities for all students at Mansfield University to study, create, and perform music with us. Every semester the Music Department offers a number of music classes and ensembles open to all students on campus which allow you to enjoy making great music and to develop life-long friendships at the same time. For more information see our website at music.mansfield.edu.

Festival Chorus (MEN 3301)

The Festival Chorus is a mixed chorus of over 100 voices, which is open to all university students as well as community singers. The group rehearses three hours a week and performs a wide variety of choral styles in the fall semester and major choral works during the spring semester.

Concert Choir (MEN 3300)

The Mansfield University Concert Choir is a highly select ensemble of singers, representing some of the finest talent from the American Northeast. While the majority of the singers are undergraduate music majors, membership is open to all students at the university through an audition process.

Mansfieldians (MEN 3303)

A highly select ensemble of 8 singers, which specializes in vocal jazz. The Mansfieldians tour with the MU Jazz Ensemble each year and perform on and off-campus.

Opera Workshop (MEN 3302)

Opera Workshop is open to any interested students who wishes to take part in the annual fall production.

Musical Theatre (MEN 3306)

Musical Theatre is open to any interested students who wishes to take part in the annual Spring production.

Orchestra (MEN 3350)

The Mansfield University Symphony Orchestra is one of the premier performing ensembles at Mansfield University. The ensemble, open to anyone with previous advanced orchestral experience, is comprised of students from the music department and other departments throughout the university as well as community members

Wind Ensemble (MEN 3330)

The Mansfield University Concert Wind Ensemble is a select group of approximately 48 woodwind, brass, and percussion players who perform the most outstanding wind-band literature. One of the oldest wind ensemble's in the country, the MU Concert Wind Ensemble performs four to five times annually on and off campus.

Jazz Band (MEN 3335)

The Mansfield University Jazz Ensemble is a select group of 20 students. Membership is open by audition.

Marching Band and Color Guard (MEN 3331)

The Spirit & The Pride of Pennsylvania! Mansfield University Marching Band consists of approximately 200 brass, wind, percussion and auxiliary members. Membership is open to all interested students and auditions are for seating purposes only.

Symphonic Band (MEN 3332)

The Symphonic Band meets in the Spring semester and is open to all interested students. This 75+ member ensemble performs standard literature for symphonic bands.

HEALTH EVALUATION REPORT FOR MANSFIELD UNIVERSITY (Side 1)

STUDENT: Please complete Side 1 of form and have a physician complete Side 2. Once both sides are complete, return it to:

**Health and Wellness Center
Spruce Suite W0002, 125 Clinton Street
Mansfield University
Mansfield, PA 16933**

Name:	Last	First	MI	Maiden	Student ID#	Social Security #
Full Address:	Box/Apt.		Street/Road		City	State Zip Code
Date of Birth:	Gender: M F		Student Cell Phone #: ()		Major:	
Next of Kin:	Last	First	MI	Relationship:	Home Phone # () Work Phone # ()	
Address:	Street		City		State	Zip Code
Country of Citizenship?		Are you a veteran?		If yes, Branch:		If yes, Length of Service:
Please complete the following information to aid in treating you should an accident occur or uncovered service is needed while attending Mansfield University						
INSURANCE INFORMATION REQUIRED (OR COPY OF INSURANCE CARD, FRONT AND BACK, MAY BE ATTACHED)						
Name of Policyholder:	Last	First	MI	Policyholder's Social Security #		Policyholder's Date of Birth:
Name of Policyholder's Employer:						
Employer's Address:	Street		City		State	Zip Code
Name of Insurance Company:						
Insurance Co. Address:	Street		City		State	Zip Code
Phone # of member services:			Effective date of card:			Group #:
ID#	(circle one) RX Plan: Yes No				(circle one) HMO: Yes No	
Preauthorization Phone #:		(Inpatient:)			(Outpatient:)	
Primary Care Provider:	Last	First	MI	Phone #: ()		

(IT IS THE RESPONSIBILITY OF THE STUDENT OR PARENT TO NOTIFY US OF ANY CHANGE IN INSURANCE COVERAGE).

The information on this form is strictly for the use of the health services and will not be released to anyone without your knowledge and consent.

(-OVER-)

HEALTH EVALUATION REPORT FOR MANSFIELD UNIVERSITY (Side 2)**Unanswered questions or incomplete blanks will require the form to be returned.****Examining Physician: This student has been accepted. Please review and complete.**

Last		First		M.I.		(Circle One)
Name:						Gender: M F
Height:	Weight:	B/P:	Pulse:	Resp:		
Vision	OS	OD	Glasses/Contacts:	Colorblind: Yes No		
Hearing	AS	AD	Hearing Aids: Yes No			
Urine DIP	Glucose	Protein	Hgb./Hct (if indicated)			

Describe fully, use extra sheet, if needed.

Does patient have a history of:	Yes	No	Explanation	Does patient or blood relation have a history of:	Yes	No	Explanation
HIV/AIDS				Asthma or Hay Fever			
Injuries				Surgeries			
Head Injury w/loss of consciousness				Alcohol or Drug			
Loss or serious impairment of organs				Mental or Emotional Disorder			
Menstrual Disorder				Suicide Attempt			
Tobacco Use				Migraine H.A.			
Eating Disorder				Hypertension			
STD				Convulsions or Epilepsy			
Mono				Cancer			
Hepatitis				Diabetes			
Attention Deficit				Irritable Bowel			
Cystitis-recurrent				Sinusitis-Chronic			
Ovarian Cyst				Polycystic Ovary Disease			
Tuberculosis				Heart Disease or Murmur			

Physical Exam: Are there any abnormalities of the following: Describe fully.

Skin	Heart
Lymph Nodes	Abdomen
HEENT	Genital-urinary
Lungs	Musculoskeletal
Breast	Neuro

Immunization Record – Please review and update if needed (all areas marked with an asterisk (*) are REQUIRED)

***Tuberculosis (TB) Screening Test – Required only of persons at high risk for TB** as defined by the Centers for Disease Control (foreign born persons, persons with compromised immune systems, close contacts of infectious TB cases, etc). **PPD (Mantoux) must be administered within the past 6 months.** ____ No, I am not at high risk for TB. ____ Yes, I am at high risk for TB as defined by Centers for Disease Control.

Date Given: _____ Result (must include mm induration): _____ Date Read: _____ Read By: _____

If results ≥ 5 mm induration, the following is **REQUIRED**:

Chest X-Ray **within the past 6 months**: Date: _____ Chest X-Ray Result: Normal _____ Abnormal _____

-OR- Documentation of INH Therapy: Date Begin: _____ Date Completed: _____

Exception: The Pennsylvania Department of Education requires that all Education majors provide a negative TB result.

Hepatitis B #1 date: _____ Hepatitis B #2 date: _____ Hepatitis B #3 date: _____

-OR- Positive Hepatitis B titre date: _____ ***Tetanus date:** _____

***MMR#1 date:** _____ ***MMRR#2 date:** _____ **-OR-** MMR titre date _____

Meningitis date: #1 _____, #2 (If Needed) _____ Gardasil date: #1 _____, #2 _____, #3 _____

***Varicella** (chickenpox disease): _____ **-OR-** Vaccine date: #1 _____, #2 _____ **-OR-** Positive titer date: _____

Allergies to medicine and type of reaction:

Other allergies: food, insects, latex, etc.:

Current Medications and dosages:

Provider's Name: _____ Address: _____ Phone #: _____

Signature: _____

Exam Date: _____

Summary of Qualifications

- Highly motivated to learn public relations, marketing, and media
- Communicate well with others through listening and speaking
- Knowledge in social media, such as Facebook and Twitter

Education

Mansfield University of Pennsylvania, Mansfield, PA

Expected May 2017

Bachelor of Science in Mass Communication, Public Relations concentration

Business Administration minor

3.6/4.0 GPA

Extra-Curricular Activities

Public Relations Student Society of America (PRSSA)

Fall 2013 – Present

President (Fall 2014-Present); Vice President (Spring 2014)

- **Conferences attended:**
 - **2014 PRSSA National Conference – Washington, D.C. (Fall 2014)**
 - **2013 PRSSA National Conference – Orlando, FL (Fall 2013)**
Topics incorporated skills needed for communication field and tips for success, including crisis communication and career preparation. Various fields such as, non-profit, fashion, entertainment, and sports management, were represented.
- **Events coordinated:**
 - **Resume Workshop (Fall 2014)**
Teamed up with campus Career Center to present workshop. Through various promotional tools, exceeded original goal of 15 attendees with 20 in attendance.
 - **Pumpkin Patch (Fall 2013)**
Incorporated campus and community to support local farming by setting up pumpkin patch on campus and highlighting farmer's information. Distributed over 150 locally grown pumpkins.

Mountaineer Television Productions (MUTV) PR Director

Fall 2014 – Present

- Student-run television station. Maintain the organization's image and handle promotion.

Special Olympics Coach

Spring 2013

- Help high school students with special needs practice for an annual tournament.

Professional Internship

Chemung County Humane Society & SPCA – Big Flats, NY

May 2014 – July 2014

PR & Marketing Intern

- Monitored media for relevant articles about the organization
- Maintained social media presence
- Attended media appearances at the local television and radio stations (opportunity to appear on air)
- Organized a golf tournament fundraiser, raising more than \$5,000

Experience

Target – Big Flats, NY

June 2012 – Present

Sales Associate

- Address customer's concerns and help accordingly
- Maintain a clean environment; organize company stock

Jazzman's Café – Mansfield, PA

Sept. 2013 – Present

Barista/Sandwich Artist

- Prepare satisfying meals for customers by utilizing company quality control guidelines

MICHAEL MOUNTIE

Address Until May 2016: 31 S. Academy Street, Mansfield, PA 16933

Permanent Address: 456 Center Street, Lock Haven, PA 17745

(570)662-4133 careers@mansfield.edu

EDUCATION:

- ❖ Bachelor of Music with an Emphasis in Technology May 2016 (anticipated)
Mansfield University of Pennsylvania, Mansfield, PA
 - 3.6/4.0 GPA

MUSIC INDUSTRY EXPERIENCE:

- ❖ Intern, CMT Networks, Nashville, TN Jan. 2015 – Present
 - Promoter, Writer, Music and Entertainment Researcher, Talent Scout
- ❖ Country Music Director, WNTN 89.5 The Giant, Mansfield University Jan. 2012 – Dec. 2014
 - Student-run campus radio station
- ❖ Technology Director, Music Business & Technology Club, Mansfield University Jan. 2013 – Dec. 2013
 - Increase the status of music technology across campus by volunteering to operate sounding board and other equipment at events and performances

MUSIC INDUSTRY SKILLS:

- ❖ Artist & Repertoire (A&R)
 - Contacted music industry professionals and radio stations for CMJ music charting submissions
 - Listened and evaluated incoming music submissions from potential clients
 - Provided comprehensive feedback on new music to music industry contacts and insiders
- ❖ Concert Promotion
 - Booked and organized performances on campus for artists
 - Created posters and online notifications
- ❖ Radio Production
 - Produced Liners and Spots with local independent and major artists
 - Performed a weekly radio show broadcast in a professional studio
 - Maintained equipment in the radio studio and at campus events
- ❖ Audio Production
 - Pro Tools, Reason, Peak, Jazzler, Audicity, Adobe

MUSIC PERFORMANCE ACTIVITIES:

- ❖ Violinist with eleven years of experience
 - Principal violinist of the Mansfield Symphony Orchestra 2012 – 2015
 - Lancaster Symphony Orchestra 2011 – 2013

ADDITIONAL EXPERIENCE:

- ❖ Cashier, Wal-Mart Supercenter Mansfield, PA Oct. 2012 – Dec. 2014

AWARDS AND ACCOMPLISHMENTS:

- ❖ Student Activities Service Award for WNTN 89.5 The Giant April 2014
- ❖ Certificate of Leadership Training, Society of Leadership and Success April 2014
- ❖ CMJ Marathon Participant Oct. 2013 & 2014
 - Represented WNTN 89.5 The Giant and Mansfield University
- ❖ Best Country DJ, WNTN 89.5 The Giant April 2013

MICHELLE A. MOUNTIE

Tel: 570-662-4133

31 S. Academy St., Mansfield, PA 16933

Email: careers@mansfield.edu

Career Objective

To bring to your laboratory: responsibility, dedication, good work ethic, and enthusiasm, combined with a desire to utilize my research and organizational skills, and problem solving abilities.

Educational Background

Mansfield University of Pennsylvania, Mansfield, PA

May 2015 (anticipated)

Bachelor of Science in Biology: Cell and Molecular, minor in Chemistry

GPA 3.4/4.0, Cum Laude

Relevant Coursework

Tissue Culture

Animal Histology

Physiology

Immunology

Microbiology

Biochemistry

Relevant Experiences

University at Albany Summer Research Program (USARP), Albany, NY

June 2014 – Aug 2014

- Participated in an ongoing research project in the lab of Jayanti Pande, PhD, and completed one phase of the scientific experiment.
- Presented research at the Ronald E. McNair Conference titled “Raman Spectroscopic Studies of the Human Cataract-Producing Mutant R14C of Human-gamma D Crystallin (HGD).”
- Published research “The Cataract-associated R14C Mutant of Human γ D-Crystallin Shows a Variety of Intermolecular Disulfide Crosslinks: A Raman Spectroscopic Study” in the Biochemistry Journal (2009).

Summer Medical and Dental Educational Program, New Haven, CT

June – July 2013

- Participated in accelerated science classes provided by the program.
- Obtained valuable information on the medical school application process, learning skills, financial planning, and career development.
- Shadowed physicians in the Emergency Department at the Yale-New Haven Hospital.

Leadership and Involvement

SUPPORT, Mansfield University

August 2012 – Present

- Mentor, Minority Mentoring Program
- Strengthened leadership skills by mentoring incoming freshman and sophomores.
- Assisted students by providing time management, curriculum, and financial aid advice.

Biology Club, Mansfield University

January 2012 – Present

- Active member by providing aid in various activities.
- Presented different roles biologist may play in society, besides environmental and animal-oriented.

Black Student Union, Mansfield University

August 2013 – May 2014

- Active member by providing help and ideas for various campus events.

Conferences

FOCUS at Georgia Technical Institute, Atlanta, GA

January 2014

Ronald E. McNair Scholars Conference, Buffalo, NY

July 2007

Presented research: “Raman Spectroscopic Studies of the Cataract-Producing Mutant R14C of Human gamma-D Crystallin (HGD).”

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

NEW STUDENT CHECKLIST

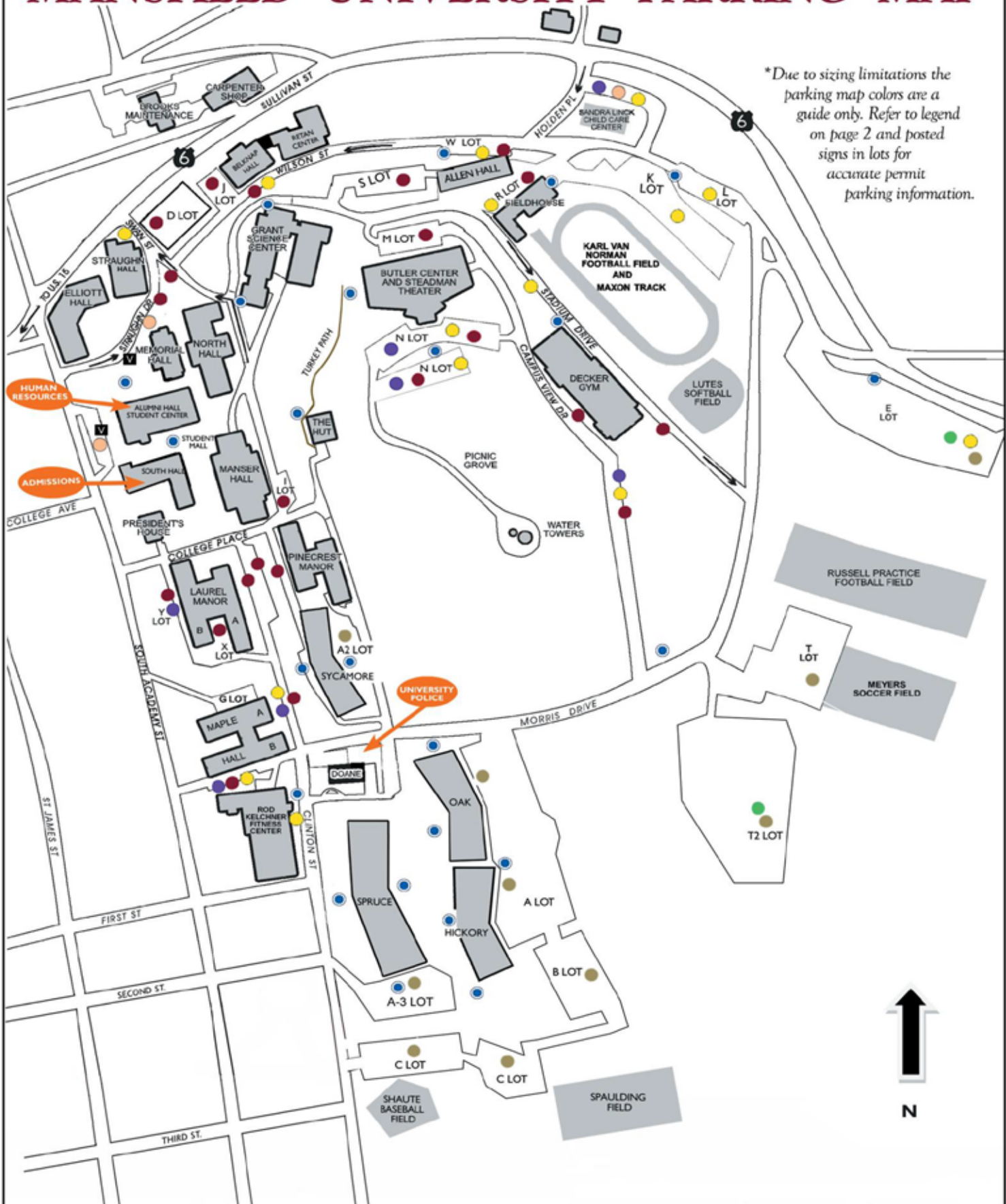
- ☐ 1. FINALIZE YOUR FINANCIAL AID
 - ☐ If you have not already done so, please complete the FAFSA as soon as possible by visiting fafsa.ed.gov
 - Mansfield University's Federal School Code: 003324
 - Financial aid award packages will be processed in the order they are received
 - ☐ Sign your promissory note and entrance counseling- Go to www.studentloans.gov to sign!
- ☐ 2. PROVIDE OFFICIAL ACADEMIC CREDENTIALS TO THE OFFICE OF ADMISSIONS
 - ☐ Provide final, official high school transcript(s) and AP/IB test scores (if applicable)
 - ☐ Provide final, official college transcript(s), if applicable (freshmen with college credit must also do this)
- ☐ 3. SET UP YOUR MANSFIELD UNIVERSITY EMAIL and MY.MANSFIELD ACCOUNTS
 - ☐ Visit info.mansfield.edu/myaccount/ to access your Mounties accounts.
 - For initial access, utilize your Mansfield University Student Identification Number.
 - This includes account access to; email, WebAdvisor, D2L, MyMansfield, and much more.
- ☐ 4. HEALTH FORM
 - STUDENT HEALTH AND IMMUNIZATION RECORDS: Please submit your completed health evaluation form at orientation, or prior to the start of classes. All Health Science students (Nursing, Nutrition, Respiratory Therapy, and Radiology Technology) are required to complete additional health forms that are available by visiting admissions.mansfield.edu/more/new-student-information
 - Visit mansfield.edu/residence-life to obtain additional copies of the health evaluation form. For your convenience we have included this form in your booklet.
- ☐ 5. COMPLETE YOUR EDUCATION CLEARANCES (FOR EDUCATION MAJORS ONLY)
 - For more information visit: www.mansfield.edu/teacher/initial-clearance-instructions.cfm
- ☐ 6. CONFIRM YOUR HOUSING and DINING PLANS
 - All new students are required to advise the Housing, Dining & Residence Life of their housing intentions, whether you plan to live on or off campus.
 - Please visit mansfield.edu/residence-life/ for more information. The online housing registration process will be available beginning March 1st and is available on your My.Mansfield account under MyHousing. Living on campus whether you are required to or not and whether or not you are requesting (or in need of) an ADA compliant room. Housing assignments (residence hall and roommate assignments) will be sent to students prior to move-in dates. Assignment preferences (i.e. residence hall) are honored on a first-come, first-serve basis.
 - You will need to contact the office regardless if you are required to live on campus or not. You also will need to contact the office if you are in need of an ADA compliant room. Housing assignments (residence hall and roommate assignments) will be sent to students prior to move-in dates. Assignment preferences (i.e. residence hall) are honored on a first-come, first-serve basis.
- ☐ 7. ORDER YOUR MANSFIELD UNIVERSITY PARKING PERMIT
 - ☐ Order your parking permit by visiting parking.mansfield.edu/login.php
 - All permits must be ordered on-line.
 - Parking regulations can be found here www.mansfield.edu/police/parking/parking-regulations.cfm.
- ☐ 8. PURCHASE YOUR BOOKS - VISIT THE MOUNTIE DEN, OUR UNIVERSITY BOOKSTORE
 - Visit the website at mansfieldbookstore.com/ to learn more about purchasing your textbooks.
- ☐ 9. ATTEND NEW STUDENT WELCOME
 - This is a mandatory program which is scheduled for the four days leading up to the start of the fall semester.
 - For more information please refer to the agenda enclosed or our website: www.mansfield.edu/student-life/new-student-welcome.cfm
- ☐ 10. START THINKING ABOUT GETTING INVOLVED IN STUDENT LIFE!
 - Visit our Student Affairs webpage mansfield.edu/student-affairs/ to explore our campus life opportunities.
 - Get connected via Facebook and Twitter with Mansfield University, the Office of Admissions, and other students by joining your Mansfield University Class on Facebook.
 - Join a Club or Organization!
- ☐ 11. MEET WITH YOUR ACADEMIC DEPARTMENT.
 - Be sure to identify, located and meet with your academic advisor and the office professional in your academic department.
- ☐ 12. REVIEW THE MANSFIELD UNIVERSITY STUDENT CODE OF CONDUCT BY VISITING:
 - www.mansfield.edu/student-affairs/upload/Mansfield-University-Student-Code-of-Conduct-PDF-2.pdf
- ☐ 13. STUDENTS ENTERING WITH IEP'S OR 504 PLANS WHO WILL BE REQUESTING ACCOMMODATIONS FOR THIS SEMESTER, PLEASE:
 - Visit the website for the Office of Services for Students with Disabilities at: www2.mansfield.edu/ssd/ for resource information, including policies and procedures.
 - Schedule a meeting with the SSD Coordinator by visiting the Office of Services for Students with Disabilities located in 144 South Hall, or
 - Call 570-662-4436 to set up an appointment with the SSD Coordinator for information on what documentation may be needed.

NEW STUDENT CHECKLIST



STEP 14 JOIN YOUR CREDIT UNION ON CAMPUS.

MANSFIELD UNIVERSITY PARKING MAP



Mansfield University Parking Map Legend

Visitor parking is available in the following lots – visitor permits must be displayed. Permits are available at the Admissions Office in South Hall or University Police Department in Doane Center.

- Alumni Hall Lot
- Holden Place Lot
- Straughn Drive

❖ Hickory, Oak, Spruce & Sycamore Resident – Tan

- Lots A, A2, A3, B, C, E, T, T2

❖ First Year Resident – Green

- Lots: E, T2

❖ Commuter Students – Yellow

- Lots: E, K, L, N, R, W
- Campus View Dr.
- Clinton St. (west side between Laurel Dr. & First St.)
- Holden Place Lot
- Morris Dr.
- S. Stadium Dr.
- Swan St. (between Straughn Dr. & Rt. 6)
- Wilson St.

❖ Employee – Red or Black

- Lots: D, H, I, J, M, N, R, S, W, X, Y
- Campus View Drive
- Clinton St. (between College Place and Morris Dr.)
- Pinecrest Dr.
- Morris Dr.
- S. Stadium Dr.
- Straughn Dr.
- Swan St. (between Stadium Dr. & Wilson St.)
- Wilson St.

❖ Contracted Employee – Purple

- Lots N, Y
- Campus View Dr.
- Clinton St. (between Laurel Dr. & Morris Dr.)
- Morris Dr.

❖ Handicapped Parking is available in the following lots:

Alumni Lot	D Lot	Hickory/Oak (A Lot)	Maple (G Lot)	Straughn Drive
Belknap (J Lot)	Day Care	Hut	North Hall	Sycamore (A 2 Lot)
Butler (M Lot)	Doane Center	Kelchner Fitness Center	Pinecrest	Wilson St
Campus View Drive	Fieldhouse (R Lot)	Laurel (Y Lot)	Spruce (A 3 Lot)	
Clinton St	Grant Science	Manser (I Lot)	Steadman Lot (N Lot)	

❖ Blue Light Emergency Phone Locations

Clinton St - In front of Kelchner Fitness Center	Decker Gym - Northwest end
E Lot - Next to bus stop	Field House - North side on building
Grant Science - North side on building, West side	Hickory – South End, West Side
K Lot - Near entrance to lot	Memorial/Alumni Lawn
Morris Drive - Top of Cardiac Hill	Oak – North End, South End, West Side
South Mall - Between South & Alumni Halls	Spruce – East side, West side, South End
Steadman - Top of steps to top parking area	Sycamore – East side, West Side
The Hut - North End	Turkey Path - North end
Wilson St - Beginning of parallel parking	

Be sure to read the Registration of Vehicles and the Parking Regulations that are found at <http://mansfield.edu/police/>

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- Derek Pitts,
Mansfield University, Organizational
Leadership Graduate Student

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- Timothy Jensen,
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- Nick Hartranft,
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Journalism Program Senior

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